

Information regarding the processing of personal data for persons authorized to represent and participating in the agreement implementation.

In view with the cooperation with **Fabryka Farb i Lakierów Śnieżka Spółka Akcyjna**, the Company's seat: 00-867 Warszawa, ul. Chtodna 51; mailing address: 39-207 Brzeźnica, ul. Dębicka 44, (hereinafter referred to as: "We" or "Administrator"), we inform you that Śnieżka Trade of Colours is the Administrator of your personal data.

For what purpose and on what basis are your data processed?

We will process your personal data in accordance with the law, including Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), hereinafter referred to as: "GDPR", for the following purposes:

- 1) In order to strive to conclude or perform the concluded agreements if you are a party to such an agreement (legal basis: Article 6 sec. 1 item b) of the GDPR.)
- 2) if you are a representative/associate of an entity with which we liaise, your data are processed on the basis of Article 6 sec. 1 item f) of the GDPR, where the legitimate legal interest is to properly implement the agreement concluded between us and your employer/client and contact regarding cooperation; In such case, if you do not contact us directly, your data may have been transferred to us by the entity you represent/with which you liaise;
- 3) to enable e-mail contact with us (our employees and associates) and make contact with addressees, as well as document arrangements made with the contractors via e-mail pursuant to art. 6 sec. 1 item f) of the GDPR, where the Administrator's legitimate interest is to carry out correspondence and the possibility of proving the arrangements made in the course of correspondence;
- 4) to record the concluded agreements and their settlement, pursuant to the provisions of the tax law, the Accounting Act (legal basis: art.6 sec. 1 item c) of the GDPR) in connection with art. 21 and 74 sec. 1 of the Accounting Act);
- 5) for purposes related to internal organisational and administrative activities to ensure the smooth functioning of our organisation, based on our legitimate interest in accordance with Article 6 sec. 1 item f) of the GDPR
- 6) to establish, investigate or defend against claims that are the implementation of our legitimate interest and for archival purposes (legal basis: Article 6 sec. 1 item f) of GDPR).

We inform that the provision of personal data is voluntary, but necessary for the exchange of correspondence and the agreement implementation. Failure to provide data will result in the inability to exchange electronic communication and conclude an agreement.

Who will we share your data with?

We may transfer your personal data to other recipients entrusted with the processing of personal data on behalf of and for the benefit of the Administrator including Śnieżka Trade of Colours Sp. z o.o. 00-867 Warszawa, ul. Chtodna 51 the company's seat: 39-207 Brzeźnica, ul. Dębicka 44, Sales Representatives, entities providing consulting services to us and entities with which we have concluded an agreement for the provision of maintenance services of the IT systems. Your personal data may also be made available to law firms providing legal assistance for us. Your data will also be made available to authorized public administration authorities.

Your data will not be transferred to third countries and international organizations.

How long will your data be processed?

Your personal data will be processed by the Administrator for the duration of the agreement between the parties, for the period of pursuing any claims, i.e. 3 years from the date of the agreement termination between the parties, as well as for archival and settlement purposes specified in specific provisions such as tax law and the Accounting Act (in the case of accounting documents, for a period of 6 years).

What are your rights?

By contacting our Data Protection Officer at the following e-mail address: dane.osobowe@sniezka.com you can exercise your rights, i.e.:

- the right to access to your personal data and receive the copies of personal data processed;
- the right to correct any irrelevant data;
- the right to request for deletion of data (right to be forgotten) in the case of circumstances specified in art. 17 of the GDPR;
- the right to request to limit data processing in the cases specified in art. 18 of the GDPR;
- the right to raise objections to data processing in the cases specified in art. 21 of the GDPR;
- the right to transfer the data provided, processed by automated means, where the legal basis for processing is consent or performance of the agreement implementation;
- the right to lodge a complaint: you have the right to lodge a complaint with the President of the Personal Data Protection Office (ul. Stawki 2, 00-193 Warsaw, <https://uodo.gov.pl/pl/p/dla-obywatela>), if you believe that the processing of your personal data violates the provisions of the GDPR.

Contact

If you need further information related to the personal data protection or want to exercise your rights, contact us:

E-mail: dane.osobowe@sniezka.com

Fabryka Farb i Lakierów Śnieżka SA with its seat: 00-867 Warszawa, ul. Chłodna 51; mailing address: 39-207 Brzeźnica, ul. Dębicka 44