

INFORMATION FOR CLIENTS about the personal data protection and processing



HYDRO ZNPHS Sp. z o.o., ul. Strazacka 60, 43-382 Bielsko-Biala, Poland

In accordance with Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons in relation to the processing of personal data and on the free movement of such data and repealing Directive 95/46 / EC (General Data Protection Regulation), which comes into force on 25/05/2018, we inform that:

- 1. The administrator of personal data provided by you is HYDRO ZNPHS Sp. z o.o., ul. Strażacka 60, 43-382 Bielsko-Biala, Poland.
- 2. Your personal data obtained by us in connection with the sales of our products and the offering of our services, will be processed to:
 - 2.1. conclusion and execution of the contract /order by us for the duration of the contract / completion of the order and settlements after its completion (legal basis of Article 6 (1b) GDPR)
 - 2.2. performance of legal obligations binding on us, e.g.
 - a) issuing and storing invoices and accounting documents;
 - b) responding to complaints within the time and form prescribed by law;
 - 2.3. our company's legitimate interests in ensuring the safety of persons staying on the premises of our company and protection of property located on its premises through monitoring video; We will keep recordings for 60 days;
 - 2.4. our company's legitimate interests in recording sound from cameras, located at Świt 37 street, in order to enable unambiguous assessment of the course of conversations with our Clients, in disputable situations, between the Company's employees and the Client. We will keep the recordings for 60 days;
 - 2.5. establishing, defending and pursuing claims, which includes the sale of our debts to another entity for a period after which the claims resulting from the contract are time-barred.
- 3. We will use the data needed to fulfill legal obligations:
 - a) for the duration of the duties, such as invoicing;
 - b) for the period in which the regulations require us to store data, e.g. tax data;
 - c) for a period during which we can suffer the legal consequences of non-performance of the obligation, e.g. obtaining a financial penalty from state offices.
- 4. Providing your personal data is voluntary, but if you want to receive an invoice, make a contract, execute the order, it is necessary that we can prepare such documents for you. In the case of video monitoring, it is a condition of entering the area of our company. Recording audio from cameras serves as a basis for resolving any disputes that may arise during communication between the Customer and the HYDRO employee. If you do not agree to the recording, do not enter the recording area, and in case of sound recording, inform the HYDRO employee.
- 5. You can apply to us (regarding personal data) for:
 - a) access to your personal data (for information about the data processed by us and for a copy of data);
 - b) correcting the data;
 - c) deletion of data processed unreasonably;
 - d) limitation of processing (interruption of operations on data);
 - e) transfer of data to another administrator.

You can use these rights by submitting a written application to the Administrator. To make sure you are eligible to submit an application, we may ask you to provide us with additional information that allows us to authenticate you.

- 6. Personal data is obtained directly from you.
- 7. Notwithstanding the above-mentioned rights, you may object to the processing of your data at any time if the basis for the use of the data is our legitimate interest. In this situation, after reviewing the application, we will no longer be able to process your opponent's personal data on this basis, unless we indicate: important legitimate grounds for data processing that are legitimately regarded as superior to your interests, rights and freedoms or there are grounds for determination, investigation or defense of claims.
- 8. If the data we use is not necessary for the performance of the contract / order, legal obligation or does not constitute our legitimate interest, we may ask for your consent to certain uses of your data. Such consent may, for example, allow the use of the data for marketing and promotional purposes. You can withdraw your consent at any time.
- 9. You has the right to submit a complaint to the Inspector General for the Protection of Personal Data (Polish: Generalny Inspector Ochrony Danych Osobowych) if you believe that the processing of your personal data violates the law.
- 10. Your data will not be transferred to a third country or an international organization.
- 11. Your personal data will not be subject to automated decision making, including profiling.

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