

Wrocław, 25th May 2018 r.

GDPR

INFORMATION CLAUSE

From May 25, 2018, Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of personal data of natural persons called the GDPR (Article 13 of the GDPR) will become effective

**No. *This document contains information on the processing of your data by
CJP Polska***

1. *Personal Data Administrator* *The administrator of your personal data is CJP Polska with sit in Wloclawek Ul. Wojska Polskiego, 18C/E/22 87-800 Wloclawek Poland, Kontakt@cjp-polska.com,*

2. *contact details of the Data Protection Inspector* *The Inspector of Personal Data Protection has not been designated.*

3. *purposes of personal data processing, and the legal basis for processing* *Your personal data is processed for the purpose of: conclusion and performance of the contract / contracts, execution of orders (Article 6 paragraph 1 point b. of the GDPR), fulfillment of fiscal, accounting (storage of invoices) and archival obligations (Article 6 paragraph 1 point c. GDPR).*

4. *if the processing results from legitimate interests pursued by the Personal Data Administrator* *The processing of your personal data results from the legitimate interest of the investigation or defence against any claims related to your*

contract (order) (Article 6 paragraph 1 point f. of the GDPR).

- Access to your personal data will have entities to which we entrust the performance of activities that involve the need for data processing:*
5. *information about recipients of external accounting office, law firm, logistics personal data or categories of companies, courier and postal services, IT recipients, if any;* *systems operators, entities authorized under applicable law (courts and state authorities), as well as business information bureaus, insurance and debt collection companies.*
6. *transfer of personal data to a third country* *Your data is not transferred to third countries means outside of the European Union and European Economic Area.*
- Personal data will be kept for the period of: performance of the contract (execution of purchase and sale orders), and after its termination for a period of 5 years;*
7. *the period during which personal data will be stored* *Your personal data will be processed for the period necessary to achieve the objectives referred to in pt.3, and after this period until the time of prescription of any claims or until the data storage obligations resulting from the provisions of law expire.*
8. *information about the right to request access to personal data from the administrator* *You have the right to access your personal data and the right to rectify, delete, limit processing, request for a copy of the data to be processed, transfer of data, opposition. Deletion of data or limitation of their processing The administrator is obliged to perform only if certain circumstances described in the regulations on the protection of personal data take place. Inclusion of objections to the processing of data, the voluntary submission of which may result in the impossibility to perform the contract.*
9. *information about the right to withdraw your consent at any time* *You have the right to withdraw your consent at any time without affecting the lawfulness of the processing which was carried out on the basis of consent before its withdrawal.*

10. *information about the right to lodge a complaint to the supervisory body* *You have the right to lodge a complaint with us to the supervisory body if you believe that the processing of your data violates the GDPR.*

11. *information whether the provision of personal data is a statutory or contractual requirement or a condition for the conclusion of a contract* *Providing personal data is voluntary, but necessary in order to conclude a contract, to execute a buy / sell order*

12. *Information on automated decision-making, including profiling referred to in art. 22 ust. 1 and 4, and – at least in these cases – relevant information about the rules for their taking, as well as the significance and envisaged consequences of such processing for the data subject* *Your personal data will not be processed in an automated manner, without including separate consent, including on the basis of profiling.*