

Information on the Processing of Personal Data

required under 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 the “GDPR”.

1. The controller of your personal data is Cyfrowe Centrum Serwisowe S.A. with its registered office in Piaseczno, Puławska 40A, 05-500 Piaseczno, entered in the Register of Entrepreneurs maintained by the District Court for the Capital City of Warsaw in Warsaw, 14th Commercial Division of the National Court Register under KRS number: 0000253995, with a share capital of PLN 1,589,100.00 (fully paid up), REGON: 016321051, NIP (Tax Identification Number): 9511978674, BDO Registration Number: 000042506 (hereinafter referred to as “CCS” or the “Controller”).

2. The Controller has appointed a Data Protection Officer (DPO), who can be contacted by post at: Cyfrowe Centrum Serwisowe S.A., ul. Puławska 40A, 05-500 Piaseczno, Poland, or by e-mail at: rodo@ccsonline.pl.

3. In order to obtain information regarding your rights and how to exercise them or in the event of any other questions or requests, please contact us in writing at the above registered office address of CCS (with the note “GDPR”) or by e-mail at: rodo@ccsonline.pl.

4. Your personal data are processed for the following purposes:

a) preparation and presentation of an offer, pursuant to Article 6(1)(f) GDPR (legitimate interest of the Controller) – for a period of 12 months from the date the data were obtained or until an objection to their processing is raised;

b) conclusion and performance of a contract or taking steps prior to entering into a contract, pursuant to Article 6(1)(b) GDPR – for the duration of the contract;

c) establishment or pursuit of claims or defence against claims that you or CCS may have against the other party in connection with the conclusion or performance of the contract, pursuant to Article 6(1)(f) GDPR – for the duration of the contract and thereafter for the period necessary to establish, pursue or defend against such claims;

d) compliance with legal obligations binding upon CCS, pursuant to Article 6(1)(c) GDPR – for the duration of the contract and thereafter for the period required by applicable law;

e) conducting marketing activities, pursuant to Article 6(1)(f) GDPR (legitimate interest of the Controller) – until an objection to such processing is raised.

5. You have the right to access your personal data, request their rectification, obtain a copy of the data, request erasure, request restriction of processing, object to further processing, request data portability, as well as lodge a complaint with the supervisory authority, i.e. the President of the Personal Data Protection Office (UODO) (<https://www.uodo.gov.pl>).

6. Data subjects will not be subject to automated decision-making, including profiling, as referred to in Article 22(1) and (4) GDPR.

7. The envisaged recipients of personal data are or may include: providers of services such as ICT/IT solutions, advisory services, courier services, banks, insurers, factoring service providers, law firms, and postal operators; entities authorised to receive the data under applicable law; as well as other entities entrusted by the Controller with the processing of personal data to the extent necessary to achieve the purposes of such processing.

8. Provision of personal data is voluntary; however, it is necessary for the preparation and presentation of an offer, as well as for the conclusion and performance of a contract or taking steps prior to entering into a contract.