

PERSONAL DATA PROCESSING NOTICE

In connection with the requirements of the 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 "GDPR"), please be informed about our principles concerning the processing of your personal data and about your rights resulting therefrom. The below principles apply from 25 May 2018.

- The Controller of your personal data is Roha Polska Sp. z o.o. based at Połczyńska 31a, 01-377 Warsaw, and in name of the company, Controller's duties are fulfilled by Mishal Gandhi, which can be contacted at mishal.gandhi@rohagroup.com.
- 2. The personal data Controller processes your personal data under applicable laws, the contracts concluded and the consent granted by you.
- 3. Your personal data are processed for the following purpose(s):
 - 3.1. fulfilling legal obligations of the organization;
 - 3.2. carrying out contracts concluded with contractors;
 - 3.3. in other cases your personal data is processed only on the basis of your prior consent given within the scope and for the purpose described in the text of the consent.
- 4. In connection with the processing of your data for the purposes described in Point 4, your personal data may be received by:
 - 4.1. public authorities, or entities which fulfil public tasks or act by order of public authorities within such scope and for such purposes as are stipulated in provisions of applicable laws;
 - 4.2. other entities which process personal data for Roha Polska Sp. z o.o. as the Controller, under relevant agreements signed with Roha Polska Sp. z o.o.
- 5. Your personal data will be stored for a period which is necessary to fulfil purposes described in Point 4 and then for such a period and within such scope as are required by applicable laws, namely the Law of 14 July 1983 on National Archival Collection and Archives and implementing acts to such Law.
- 6. In connection with the processing of your personal data, you have the following rights:6.1. right to access your personal data, including the right to obtain copies of such data;
 - 6.2. right to demand correction (rectification) of your personal data when such data is incorrect or incomplete;
 - 6.3. right to demand deletion of your personal data (so called the right to be forgotten) when:
 - 6.3.1. your data is not essential any longer for the purposes for which it was gathered or otherwise processed,
 - 6.3.2. the data subject objects to the processing of the personal data,
 - 6.3.3. the data subject withdrew the consent for the processing of the personal data under which the data had been processed and there are no other legal basis for the processing of the data,
 - 6.3.4. the personal data is processed unlawfully,
 - 6.3.5. the personal data must be deleted so that an obligation under applicable laws could be fulfilled;

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- 6.4. right to obtain restriction of processing of your personal data where:
 - 6.4.1. the accuracy of the personal data is contested by the data subject,
 - 6.4.2. the processing of the data is unlawful and the data subject opposes the erasure of the data and requests the restriction of processing instead,
 - 6.4.3. Controller no longer needs the data for their own purposes but the data is required by the data subject for the establishment, exercise or defence of legal claims,
 - 6.4.4. the data subject has objected to the processing of his or her data pending the verification whether the legitimate grounds of the controller override those of the data subject.
- 6.5. right to data portability when the following conditions are met jointly:
 - 6.5.1. the processing is based on a contract concluded with the data subject or on a consent given by such a subject;
 - 6.5.2. the processing is carried out by automated means;
- 6.6. right to object to the processing of data when the following conditions are met jointly:
 - 6.6.1. there will occur reasons connected with your special situation where the data is processed for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Controller,
 - 6.6.2. processing is necessary for the purposes of the legitimate interests pursued by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.
- 7. When the processing of personal data is carried out under a consent of a person for the processing of his or her data (GDPR Article 6(1)(a)), you have the right to withdraw such a consent any time. Such withdrawal does not affect lawfulness of processing which was carried out under the consent before its withdrawal.
- 8. If you have gained information that your personal data is processed by Roha Polska Sp. z o.o. unlawfully, you have the right to lodge a complaint with a supervisory authority which is competent for personal data protection matters.
- 9. When the processing of personal data is carried out under a consent from the data subject, your provision of personal data for the Controller is voluntary.
- 10. Your provision of personal data is obligatory when the processing of personal data is required under a law or an agreement concluded between the parties. Failure to provide such data will result in inability to deal with a matter according to the request/demand made.
- 11. Your data may be processed automatically and will not be profiled.

