

INFORMATION CLAUSE

With reference to implementation of the requirements provided by the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46 / EC (general data protection regulation "GDPR"), we inform about the rules of your personal data processing and about your rights related to this.

1. The administrator of your personal data processed in Zakłady Przemysłu Sklejek Biaform SA is Zakłady Przemysłu Sklejek Biaform SA, with its registered office in 15-566 Białystok, address: Dojlidy Fabryczne 24, contact e-mail: biaform@biaform.com.pl, phone: (85) 7407910

2. Personal data administrator processes your personal data on the basis of the applicable law, based on your consent.

3. Your personal data is processed in order to provide the contact form service. Providing data is voluntary, but necessary to use the above service.

4. In connection with the processing of data for the purposes referred to in point 3, the recipients of your personal data may be: public authorities, institutions or third parties entitled to request access or receipt of personal data under the law, as well as employees and associates of the Zakłady Przemysłu Sklejek BIAFORM in Białystok authorized to process personal data.

5. Your personal data will be kept for the period necessary to achieve the objectives set out in point 3, and after that for the period and to the extent required by the provisions of generally applicable laws.

6. With reference to the processing of your personal data, you have the following rights:

- a) the right to access personal data;
- b) the right to request correction of personal data - if the data is incorrect;
- c) the right to request the deletion of personal data (the so-called right to be forgotten), if:
 - the data is no longer necessary for the purposes for which it was collected or otherwise processed,
 - the data's subject has withdrawn his consent to the processing of personal data, which is the basis for data processing and there is no other legal ground for data processing,
 - personal data is processed unlawfully,
 - personal data must be removed in order to comply with the legal obligation;
- d) the right to demand limiting of personal data processing;
- e) the right to data transfer;
- f) the right to object to data processing.

7. If the processing of personal data takes place (Article 6 (1) letter and GDPR), you have the right to withdraw your consent at any time. The withdrawal, according to the applicable laws. The withdrawal does not affect the compliance of the processing of the data, which was made on the basis of the consent prior to its withdrawal, according to the applicable law.

8. Your data will not be profiled.

9. If you become aware of unlawful processing of your personal data by the ZPS Biaform SA, you have the right to lodge a complaint with the supervisory authority competent in the matters of personal data protection.

10. In the situation where the processing of personal data takes place based on the consent of the data's subject, providing your personal data by the Administrator is voluntary. Each time, when using the Contact Form service, an email address is collected to respond to the message. Anyone can provide additional information in the contact form, such as: name, surname, telephone number, company name. Providing the above data is voluntary.