

GDPR Information Clause

This information relates to the processing of personal data in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council 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 repealing Directive 95/46/EC (hereinafter: GDPR).

Data Controller

Your personal data is controlled by Nomax Trading sp. z o.o. with its registered office in Piekary Śląskie at ul. Ceramiki 37, REGON [Statistical Number]: 240513647, NIP [Tax Identification Number]: 4980214774, registered in the Register of Entrepreneurs of the National Court Register under the number 0000269226, share capital of PLN 3,186,000.

Contact with the Data Controller

In connection with personal data protection, the Controller can be contacted through:

the e-mail address: odo@nomax.pl

or

the mailing address: ul. Ceramiki 37, 41-945 Piekary Śląskie

with a note "personal data protection"

Scope of information

In this clause, the Controller provides information on the processing of personal data relating to natural persons who are:

- customers and suppliers, including potential customers and suppliers, of the Controller (hereinafter referred to as the Counterparties)
- employees, proxies or representatives of the Counterparties,
- other persons contacting the Controller.

Sources of data acquisition

The Controller acquires personal data mainly from the data subjects.

Personal data is also acquired from entities in which you are employed, with which you cooperate or which you represent on a different basis. The scope of data is then limited to the data necessary to conclude and perform contracts with a Counterparty or to settle another matter related to the Controller's activity and includes: first and last name, business position, name of the entity, contact data such as e-mail address, telephone or fax number.

Purposes of data processing and legal basis

Personal data is only processed when:

1. Processing is necessary for the conclusion and/or performance of the contract (which also includes placing and processing of orders) - Article 6(1)(b) of the GDPR, including:
 - enabling the performance of contracts and transactions, including the placing and processing of orders,
 - ensuring the handling of contracts and transactions,
 - handling complaints and reports,
 - contact in connection with the performance of the contract,
 - settlements between the parties to the contract.
2. Processing is necessary in order to fulfill the legal obligations incumbent on the Controller - Article 6(1)(c) of the GDPR, such as:
 - fulfillment of tax and accounting obligations.
3. Processing is necessary for purposes arising from the Controller's or a third party's legitimate interests - Article 6(1)(f) of the GDPR:
 - use of personal data of employees, statutory representatives, proxies or other representatives of the Counterparties in connection with the conclusion and/or performance of the contract and contact with counterparties and other persons in other matters related to the business activities conducted,
 - pursue and defend against claims relating to the contract concluded,
 - marketing of own products and services without the use of electronic communication means,
 - marketing of own products and services with the use of electronic communication means, however, these activities are carried out only on the basis of consents held due to other applicable regulations, in particular the Act on rendering services by electronic means.

Recipients of data

We pass on personal data to other entities:

- entities conducting postal or courier activity,
- banks where there is a need for settlement,
- state authorities or other entities authorized by law, in order to perform our obligations,
- entities supporting us in our activities, including service providers, IT system providers, insurance and debt collection companies, law firms,
- entities belonging to the Controller's group of companies for internal administrative purposes, such as financial reporting.

Transmission of data outside the EEA

The Controller does not transfer data outside the European Economic Area unless you are a Counterparty outside the European Economic Area. Your personal data may then only be transferred to a country outside the European Economic Area in accordance with your instructions or for the sole purpose of concluding or implementing a contract, in particular to entities such as customs agencies and transport companies.

Duration of data retention

We store data for the periods indicated below:

- data contained in contracts and data related to the performance of contracts, including placing and performance of orders – until the limitation of claims arising from the contract or termination of the proceedings,
- data processed in order to fulfill tax and accounting obligations – for the period of 5 years from the end of the tax year,
- data for marketing purposes – in the case of data processing on the basis of consent, until its withdrawal,
- data collected on the basis of the Controller's legitimate interest for a period of time to meet that interest or until an effective objection is raised.

Automated processing of data

Your personal data are not subject to automated decision making, including profiling.

Entitlements in the scope of data processing

Every data subject is entitled to:

- **access**, i.e. the right to obtain confirmation as to whether his or her personal data are being processed and the right of access to his or her data and obtain copies thereof, as well as the right to obtain information on data processing,
- **rectification** – a request to correct personal data relating to him or her which are incorrect or to supplement incomplete data,
- **erasure of data** – demand the erasure of his or her personal data, if the Controller has no legal basis for their processing or the data are no longer necessary for the purposes of processing,
- **limitation of processing** – demand limitation of processing of personal data, when:
 - a) the data subject questions the correctness of the personal data – for a period enabling the Controller to verify the correctness of such data;
 - b) the processing is unlawful and the data subject objects to the erasure of the personal data, demanding instead that the use be restricted;
 - c) the Controller no longer needs the personal data, but the data subject needs them to establish, pursue or defend its claims;
 - d) the data subject has objected to the processing – until it is established whether legally valid grounds on the part of the Controller prevail over grounds for objection of the data subject;
- **transfer of data** – receipt of personal data in a structured, commonly used machine-readable format and a request to forward the data to another controller (where this is technically possible), where the data are processed on the basis of consent or a contract and where the data is processed by automated means;
- **objection** – objection to the processing of its personal data for legitimate purposes of the Controller, for reasons related to its particular situation, including profiling. The Controller then assesses the existence of valid legal grounds for the processing, overriding the interests, rights and freedoms of data subjects or grounds for establishing, pursuing or defending claims. If, in accordance with the assessment, the interests of the data subject are more important than the interests of the Controller, the Controller will be obliged to cease processing the data for these purposes;
- **withdrawal of consent at any time** – withdrawal of consent does not affect the lawfulness of data processing carried out on the basis of consent, prior to its withdrawal.

In order to use the above entitlements, please send an e-mail to the e-mail address odo@nomax.pl or contact the Controller by mail at the following mailing address: ul. Ceramiki 37, 41-945 Piekary Śląskie with a note “personal data protection”.

In addition, you have the right to lodge a complaint with the President of the PDPO (to the address of the Personal Data Protection Office, ul. Stawki 2, 00 - 193 Warsaw).