

ANNEX 3: Personal Data Processing Clause

GDPR Information Clause

regarding the processing of personal data in connection with an internal report at SOFTKRAFT Sp. z o. o.

In accordance with Article 13(1) and (2) of 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) (OJ L 119, 04.05.2016, p. 1, as amended), hereinafter GDPR, the Data Controller informs:

1. IDENTITY AND CONTACT DETAILS OF THE DATA CONTROLLER

The Data Controller of your personal data is SoftKraft Spółka z o. o., headquartered in Bielsko-Biała. Correspondence can be sent to:

- Headquarters address: ul. Powstańców Śląskich 3, 43-300 Bielsko-Biała
- Email address: gdpr@softkraft.co

2. PURPOSE OF PERSONAL DATA PROCESSING AND LEGAL BASES

Your personal data is processed for purposes related to receiving and reviewing reports of irregularities, conducting investigative procedures, and other follow-up actions taken within the scope of these reports, in connection with the fulfillment of legal obligations imposed on the Data Controller and the performance of tasks in the public interest or in the exercise of public authority entrusted to the Data Controller under Article 6(1)(c) and (e) of the GDPR.

3. INFORMATION ABOUT DATA RECIPIENTS

Recipients of your personal data may only include entities authorized to receive it under applicable law. A separate category of recipients includes entities processing personal data on behalf of the Data Controller, particularly those with whom service agreements for the IT systems in use have been concluded.

4. DATA RETENTION PERIOD

Your personal data will be retained for the period necessary to achieve the processing purposes specified in point 3 or until the expiration of the obligations imposed on the Data Controller, after which it will be archived in accordance with the periods provided by law.

5. RIGHTS OF DATA SUBJECTS

Data subjects have the right to:

- access their personal data (Article 15 of the GDPR),
- rectify personal data (Article 16 of the GDPR),
- delete data if one of the circumstances specified in Article 17 of the GDPR applies,
- restrict the processing of personal data (Article 18 of the GDPR), subject to the exceptions mentioned in Article 18(2) of the GDPR,

- object to the processing of personal data (Article 21 of the GDPR).

If you believe that the processing of personal data violates legal provisions, you have the right to lodge a complaint with the supervisory authority – the President of the Personal Data Protection Office.

6. INFORMATION ABOUT THE OBLIGATION OR VOLUNTARINESS OF PROVIDING PERSONAL DATA

Providing your personal data is voluntary.

7. INFORMATION ON AUTOMATED DECISION-MAKING, INCLUDING PROFILING

The personal data processed by the Data Controller will not be used for automated decision-making in individual cases, including profiling as referred to in Article 22 of the GDPR.