

INFORMATION OBLIGATION PURSUANT TO ARTICLE 13 OF THE GDPR

Pursuant to article 13 (1) and (2) of the Regulation (EU) No. 2016/679 of the European Parliament and 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 on repeal of the directive 95/46/WE (General Data Protection Regulation- GDPR) (Official **Journal of the OJ 2016 No. 119/1**), I hereby inform you that:

1. The Personal Data Controller in case of your data is **Saga Poland Sp. z o.o., ul. Cieszyńska 23G, 43-170 Łaziska Górne** (hereinafter: the Company) e-mail: office@saga-mb.eu.
2. The Controller has assigned the Data Protection Officer who can be contacted at: ul. Cieszyńska 23 G, 43-170 Łaziska Górne. Poland or via e-mail: iod@saga-mb.eu.
3. Your data will be processed for the purpose of:
 - 1) entering into and performance of a contract which you are a party to or in order to take steps at your request prior to entering into a contract, pursuant to article 6 (1) (b) of the GDPR;
 - 2) the Controller's legitimate interest, pursuant to article 6 (1) (f) of the GDPR; The legitimate interest of the Controller is, among others:
 - a) correspondence in terms of the subject matter of a contract, addressing of possible claims or complaints,
 - b) establishing and maintaining business contacts, necessary to conclude contracts, also those related to participation in tenders,
 - c) performance of necessary settlements in terms of a concluded contract,
 - d) support of queries and applications sent to the Company,
 - e) control of crossing of persons and video-surveillance for the safety of people and property on the premises of the Company,
 - f) data processing in activity on social media, under the conditions and in accordance with the principles specified in the regulations of those media,
 - g) debt collection due to the Controller and claims or defend against claims related to its business activity;
 - 3) recruitment - in order to select the best employee from among candidates, pursuant to art. 6(1) (a), (b) and (c) of the GDPR;
 - 4) storage of personal data for archiving and statistical purposes, pursuant to art. 6(1) (c) and (f) of the GDPR;
 - 5) there may also be cases when you will be asked for consent for processing of personal data for specified purpose and in specified scope.
4. Data will not be disclosed to other entities except for entities authorised to process data upon the applicable law, entities supporting us in exercising our powers, meeting our obligations and in providing services, including those providing assistance and technical support for IT systems processing your data.
5. Your personal data will be stored only for the period necessary for achieving the purpose which they were gathered for or for the period set out by the law. After achieving the purpose which your data were gathered for, they may be stored only for the purpose of archiving.

6. You have the right to:
 - a) pursuant to article 15 of the GDPR, the right of access to your personal data,
 - b) pursuant to article 16 of the GDPR, the right to rectify to your personal data,
 - c) pursuant to article 17 of the GDPR, the right to erasure, except as provided for in paragraph 3 (b) (c) (d) or (e) thereof,
 - d) pursuant to article 18 of the GDPR, the right to demand restriction of processing of personal data by the Controller, subject to cases specified in article 18 (2) of the GDPR,
 - e) pursuant to article 20 of the GDPR, the right to data portability,
 - f) pursuant to article 21 of the GDPR, the right to object to processing of personal data, except for the data gathered pursuant to article 6 (1) (c) of the GDPR,
7. Whenever you consider that processing of your personal data is violating the provisions on protection of personal data, you have the right to lodge a complaint with a supervisory authority, namely the President of the Personal Data Protection Office with its seat in Warsaw, at ul. Stawki 2, 00-193 Warsaw.
8. Disclosure of your personal data, which you are obliged to, may be: (a) a statutory requirement, (b) a contractual requirement, (c) a requirement necessary to enter into a contract.
9. In case there is a statutory requirement and you fail to disclose your data, we will not be able to meet the statutory obligation what may entail consequences provided for by the law.
10. In case there is a requirement necessary to enter into a contract and you fail to disclose your data, we will not be able to enter into such a contract.
11. Your personal data will neither be processed in an automated manner, nor by profiling, also they will not be transferred to third countries.