

INFORMATION CLAUSE

In connection with the implementation of the requirements of Regulation (EU) 2016/679 of the European Parliament and of the Council dated 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 the repeal of Directive 95/46/EC (General Data Protection Regulation ""GDPR"), we would like to inform you regarding the principles of your personal data processing and your rights thereto.

1. The controller of your personal data is **TIRSPED Sp. z o.o.** with its registered office in Warsaw (03- 193), 22 Spedycyjna Street, entered into the Register of Entrepreneurs kept by the District Court XVI Commercial Division of the National Court Register under KRS No. 0000014439.
2. The personal data controller processes your personal data on the basis of the binding provisions of law, concluded agreements and pursuant to your consent.
3. Your consent to the processing of your personal data is **voluntary**, however, it may be necessary to present an offer and to conclude and perform a contract.
4. In the case where personal data is processed on the basis of Article 7 GDPR, you have the right to withdraw your consent at any time. The withdrawal of consent does not affect the lawfulness of the processing that was carried out on the basis of the consent before its withdrawal.
5. Your personal data will **only** be processed for the purposes:
 - a) necessary for the performance of a contract to which you are a party, on the basis of Article 6(1)(b) GDPR;
 - b) necessary for the conclusion of a contract based on your interest in an offer, on the basis of Article 6(1)(b) of the GDPR;
 - c) to fulfil legal obligations incumbent on the Controller on the basis of Article 6(1)(c) GDPR;
 - d) preparation of proposals for offers, research into the level of customer satisfaction with the services and products offered in order to determine and possibly improve their quality, respond to questions, requests, complaints, support customer service, as a legitimate interest of the Controller, on the basis of Article 6(1)(f) GDPR;

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We perform our services in accordance with the General Polish Forwarding Rules 2010 (OPWS 2010).

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- e) possible investigation or defense against claims, as the exercise of the Controller's legitimate interest, on the basis of Article 6(1)(f) GDPR.

6) In relation to the processing of your personal data, you have the following rights:

- a) the right of access to your personal data, including the right to obtain a copy of that data;
b) the right to request the rectification (amendment) of personal data where the data is inaccurate or incomplete;

- c) the right to request erasure of your personal data (the so-called right to be forgotten), where:
- the data is no longer necessary for the purposes for which it was collected or otherwise processed;
 - the data subject has objected to the processing of personal data;
 - the data subject has withdrawn their consent to the processing of their personal data which is the basis for the processing and there is no other legal basis for the processing;
 - the personal data are processed unlawfully;
 - the personal data must be erased in order to comply with a legal obligation.

- d) the right to request the restriction of the processing of personal data where:
- the data subject contests the accuracy of the personal data;
 - the processing is unlawful and the data subject objects to the erasure of the data, requesting instead that it be restricted
 - the controller no longer needs the data for its purposes, but the data subject needs the data for the establishment, defense or assertion of claims;
 - the data subject has objected to the processing of the data, until it is established whether the legitimate grounds on the part of the controller override the grounds for the objection.

- e) the right to data portability where the following conditions are cumulatively met:
- the processing is carried out on the basis of a contract concluded with the data subject or on the basis of consent given by the data subject;
 - the processing is carried out by automated means.

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f) the right to object to the processing of your personal data, subject to the situation of demonstrating a legitimate ground vested in the Controller which overrides your interests, rights and freedoms, in particular within the framework of a legitimate interest of the of the Controller and where the data are necessary for the establishment, investigation or defense of claims.

g) lodging a complaint to the Office for Personal Data Protection (Office of the President of the Office for Personal Data Protection, Stawki 2 Street, 00-193 Warsaw) in the event that your personal data is processed in violation of the provisions of the General Data Protection Regulation of 27 April 2016.

7. In connection with the processing of your data for the purposes referred to in point. 5, the recipients of your personal data may be:

- a) public authorities and entities performing public tasks or acting on behalf of public authorities, to the extent and for the purposes that result from the provisions of commonly applicable law;
- b) entities from the Controller's capital group;
- c) entities cooperating with the Controller and performing services for the Controller, including, among others, transport, courier, insurance, storage, logistics companies, port and airport terminals, railway operators, inspection companies, shipping lines, airlines.
- d) other entities which, on the basis of relevant agreements, process personal data whose Controller is TIRSPED Sp. z o.o., including, among others, law firms, IT companies.

8. Your personal data will be processed for the period necessary to achieve the purposes specified in point 5, and thereafter for the period required by generally applicable laws. This period will not be longer than 6 years counted from the end of the calendar year in which the tax obligation arose in accordance with the Tax Ordinance.

9. Your personal data may be processed in an automated manner and may be subject to profiling.

10. The Controller does not plan to transfer your personal data to third countries.

11. The following rules apply as of 25 May 2018.

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