

## PERSONAL DATA PROTECTION POLICY OF CONTRACTORS OF GENERATIONS SP. Z O.O. SP.K.

1. This personal data protection policy of contractors (hereinafter referred to as the "Policy") sets forth the principles of processing of personal data by Generations spółka z ograniczoną odpowiedzialnością Sp.k. with its registered office in Warsaw, ul. Śmiała 31A, 01-523 Warsaw (hereinafter referred to as the "Controller"), belonging to:
  - a. natural persons who are contracting parties to the Controller or who intend to cooperate with the Controller in connection with the conducted business activity;
  - b. natural persons who are employees of the contractors (irrespective of their legal form of employment) and who have been appointed by such contractors as being responsible for cooperating with the Controller or responsible for establishing such cooperation,
    - hereinafter jointly referred to as 'the Representatives'.
2. This Policy applies to personal data collected by the Controller (or on its behalf) both from the employer of the Representative and directly from the Representative (hereinafter: "Personal Data").
3. This Policy fulfils the obligation referred to in Articles 13 and 14 of Regulation 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), hereinafter referred to as "the GDPR".
4. From the moment of obtaining Personal Data, the Controller take up the function of the controller of Personal Data of Representatives within the meaning of the GDPR.
5. The Controller may process the following data of Representatives: name, surname, place of work, business position, contact details (correspondence address, telephone number, e-mail address, accounts on social network sites).
6. The legal basis for processing the Personal Data of the Representatives is the legitimate interest of the Controller - the possibility to establish and continue cooperation or contact with the contractor, through the Representative (Article 6(1)(f) of GDPR).
7. Personal Data of Representatives will be processed until the final termination of cooperation between the Controller and the contractor. Personal data may be deleted at an earlier date - in the event of receiving by the Controller an objection to the processing by a Representative, or in the event that the Controller will decide that personal data are no longer necessary to achieve the justified purpose (contact with the contractor).
8. Personal Data will not be deleted by the Controller within the time limit resulting from the preceding point, if their retention will result from the binding provisions of law or will be necessary to make settlements or claims in connection with cooperation with a contractor or its Representative.
9. Personal Data may be made available by the Contractor to entities which provide services for the Contractor (including external service providers such as: IT, couriers, HR, accounting, customer service). Personal data may also be transferred to other interested entities (also independent of the Contractor), if the Representative made her/his Personal Data available in such a form that clearly shows that she/he wanted third parties to contact her/him in business matters.
10. The Representative is entitled to
  - information on the processing of the Personal Data (right of access) including the categories of Personal Data processed and the possible recipients of the Personal Data,
  - require incorrect Personal Data to be rectified or supplement incomplete Personal Data,
  - to require the deletion or restriction of the processing of the data, provided that the legal requirements for such a request are fulfilled,
  - submitting an objection - in the case of data processing based on the Controller's legitimate interest (Article 6 (1) (f) of the GDPR),
  - data portability - by receiving data from the Controller in a format that allows Personal Data to be transferred to a selected third party,
  - filing a complaint to the supervisory authority: Prezes Urzędu Ochrony Danych Osobowych, ul. Stawki 2, 00 - 193 Warszawa - where Personal Data are processed unlawfully.
11. Any requests, questions or demands related to the processing of Personal Data should be addressed to [hello@gnrs.pl](mailto:hello@gnrs.pl)
12. Each of the contractors is obliged to inform their Representatives about this Policy.