

INFORMATION ON PERSONAL DATA PROCESSING

Pursuant to 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 (OJ EU.L.2016.119.1, as amended), hereinafter: the GDPR, we inform you that:

1. The Controller of your personal data is Occubee S.A. with its registered seat in Katowice, ul. Gawronów 6.
2. For all data protection issues, you can contact us at email address: office@occubee.com.
3. Personal data will be processed for purposes related to the concluded agreement, in particular in order to fulfil the legal obligations incumbent on the Controller as a party to the agreement, whereby the legal basis for the processing of personal data is primarily Article 6 (1) (b) of the GDPR, as well as Article 6 (1) (c) thereof, when the processing of personal data is necessary for the performance of duties resulting from regulations governing tax obligations, social security obligations - the Controller processes personal data only to the extent and for the purpose resulting from the agreement and the provisions of law, and also Article 6 (1) (f) of the GDPR, i.e. the Controller's legitimate interest consisting in enabling contact, including contact with contractors, as well as the promotion or performance of services.
4. Recipients of personal data will be:
 - a. public authorities under the law,
 - b. Controller's contractors, including its customers within the scope of its business activities,
 - c. authorized entities providing services to the Controller, including IT, accounting or legal services,
 - d. banks in connection with the payment of contractual salaries or other monetary benefits, when paid to bank accounts,
 - e. news portals, Internet users, social media,
 - f. entities providing training courses to Controller's staff, including language classes.
5. The Controller may transfer your personal data to countries outside the European Economic Area due to the use of suppliers who store data on servers located outside the European Economic Area (e.g. Google LLC), in accordance with the decision of the European Commission, which has found an adequate level of data protection in this area. In other cases, your personal data may also be transferred to a third country solely on the basis of: binding corporate rules, standard contractual clauses, an approved code of conduct or an approved certification mechanism (Article 46 GDPR) or on the basis of your explicit consent to such transfer to a third country or an international organization (Article 49 (1) (a) GDPR).
6. Personal data will be processed for the duration of the contract and after its termination for the time necessary to defend and assert claims, as well as for the time necessary to fulfill legal obligations or the need to contact us.
7. The data subject has the right to access their data, to have them rectified, erased, to have their processing restricted, and the right to data portability, all of which are exercised according to the principles set out in the GDPR.
8. The data subject has the right to object under Article 21 of the GDPR.
9. In the course of the processing of personal data during the performance of a contract, no solely automated decision-making or profiling, as referred to in Article 22 (1) and (4) of the GDPR, takes place. This means that no decisions concerning the data subject will be made solely automatically and that no profiles are created.
10. Should it be determined that the processing of personal data violates the law, the data subject has the right to lodge a complaint to the supervisory authority, which in Poland is the President of the Personal Data Protection Office, except that the right to lodge a complaint concerns only the lawfulness of the processing of personal data.

11. The processing of personal data is necessary for the exercising of rights and the fulfillment of obligations of the parties to the agreement and for the performance of the agreement, as well as for the fulfillment of obligations resulting from the provisions of law determining, in particular, tax obligations and social security obligations, without the processing of such personal data it would not be possible to conclude an agreement and execute it.