



Toruń, 19 February 2024

### **RODO Information Clause**

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 (hereinafter RODO), I inform you that:

The administrator of your personal data is Firma Handlowo-Produkcyjna PAK Sp. z o.o. 15 Towarowa Street, 87 - 100 Toruń tel. 56 657 11 10, e-mail sekretariat@pak.torun.pl.

Your personal data will be processed for the purpose of concluding and performing the contract, investigating or securing claims, securing property and persons - on the basis of Article 6(1)(b) and (f) RODO.

Recipients of your personal data will be only entities authorised to obtain personal data on the basis of legal regulations and entities participating in the provision of services (transport and taxi entities in the situation of ordering transport or courier services by the Guest, postal operators, IT entity providing IT services to the Administrator, entity providing software to the Administrator, law firm providing legal services and legal representation).

Your personal data will be stored for the purpose of performance of the contract and fulfilment of the obligation to keep financial and tax documentation for the period resulting from the applicable legislation - 5 years, counting from the end of the calendar year in which the tax payment deadline expired. On the other hand, personal data processed by video surveillance will be stored for a period of 30 days, unless a special circumstance (e.g. an accident) makes it necessary to store the video surveillance recording for a longer period - until it ceases.

You have the right to request from the Administrator: access to your data and to receive a copy of your data, rectification (amendment) of your data, deletion of your data, restriction of data processing, objection to processing or data portability, the right to lodge a complaint to the supervisory authority, i.e. the President of the Office for Personal Data Protection.

In order to exercise the rights set out above (point 5), please contact the Administrator.

Provision of personal data is voluntary, however, refusal to provide data may result in refusal to conclude a contract.

Your data will not be subject to automated decision-making (profiling).

Your data will not be processed for a purpose other than the purpose for which the personal data were collected.

Your data will not be transferred to a recipient in a third country or an international organisation.

