

PRIVACY POLICY

Kraków, 24 May 2018

We hereby inform you that, as of 25 May 2018, new personal data protection regulations have come into force, namely 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 (the “GDPR”).

Accordingly, we have prepared the information below to explain the rules governing the use of services provided by **Real-Construct Sp. z o.o.**, with its registered office in Kraków, ul. Siewna 44, 31-231 Kraków, entered in the Register of Entrepreneurs of the National Court Register maintained by the District Court for Kraków-Śródmieście in Kraków, 11th Commercial Division of the National Court Register, under KRS No. 0000123369, NIP No. 6771001609, with a share capital of PLN 417,690.

In order to comply with Articles 13 and 14 of the GDPR, please note that the following Privacy Policy applies to our website.

1. PRINCIPLES OF PERSONAL DATA PROCESSING

Once you provide us with your personal data, whether in person, by telephone, or by written or email correspondence, we become the controller of such data. We assure you that your personal data is processed only to the extent and for the purposes for which it has been provided to us, and within the limits and in accordance with applicable law.

1. Data Controller

The controller of your personal data is **Real-Construct Sp. z o.o.**, with its registered office in Kraków, ul. Siewna 44, 31-231 Kraków, entered in the Register of Entrepreneurs of the National Court Register maintained by the District Court for Kraków-Śródmieście in Kraków, 11th Commercial Division of the National Court Register, under KRS No. 0000123369, NIP No. 6771001609, with a share capital of PLN 417,690.

The Controller may be contacted in writing by traditional mail at: **Real-Construct Sp. z o.o., ul. Siewna 44, 31-231 Kraków**, by email at **it@realconstruct.pl**, or by telephone at **+48 12 623 38 00**.

2. Scope of Processing

The Controller processes personal data provided by persons wishing to establish cooperation with the Controller.

3. Purposes and Legal Bases for Processing

The Controller processes personal data in accordance with Regulation (EU)

2016/679 of the European Parliament and of the Council of 27 April 2016 and applicable Polish law, for the following purposes:

- a. **Article 6(1)(b) GDPR** – processing is necessary for the performance of a contract to which the data subject is party, or in order to take steps at the request of the data subject prior to entering into a contract;
- b. **Article 6(1)(c) GDPR** – processing is necessary for compliance with legal obligations to which the Controller is subject, in connection with the services provided as part of its business activity, including the installation of mechanical equipment and construction works;
- c. **Article 6(1)(d) GDPR** – processing is necessary in order to protect the vital interests of the data subject or of another natural person, in connection with the services provided as part of its business activity, including the installation of mechanical equipment and construction works;
- d. **Article 6(1)(f) GDPR** – processing is necessary for the purposes of the legitimate interests pursued by the Controller, including the establishment, exercise, or defence of legal claims.

4. **Voluntary Provision of Data**

The provision of personal data is voluntary; however, refusal to provide such data may hinder or prevent the provision of services related to the Controller's business activity.

5. **Retention Period**

Where the legal basis for processing is the performance of a contract, personal data will be retained for as long as necessary to perform that contract and, thereafter, for the period corresponding to the applicable limitation period for claims.

6. **Recipients of Personal Data**

Personal data provided to the Controller may be transferred to the following recipients:

- a. entities authorised under applicable law, in particular courts and public authorities, to the extent and for the purposes arising from generally applicable legal provisions;
- b. other entities which, under relevant agreements concluded with the Controller, process personal data in connection with services provided to the Controller, such as accounting service providers, courier and postal service providers, hosting providers, and email service providers.

7. **Your Rights**

You have the right to:

- a. access your personal data and obtain a copy of it;
- b. rectify (correct) your personal data;
- c. request erasure of your personal data;
- d. request restriction of processing or object to the processing of your personal data;
- e. lodge a complaint with the supervisory authority, i.e. the President of the Personal Data Protection Office (PUODO), under the rules and within the scope provided for by applicable law, in particular the GDPR and relevant Polish legislation.

8. **Exercising Your Rights**

Requests relating to the exercise of your rights should be sent by post to: **ul. Siewna 44, 31-231 Kraków**, or by email to: **it@realconstruct.pl**.

9. **Automated Decision-Making**

The Controller does not carry out automated decision-making or automated profiling of personal data.

2. **COOKIES**

The website <https://www.realconstruct.pl/> uses cookies for statistical, advertising, and functional purposes.

Cookies are pieces of information stored by the server on the user's terminal device, such as your computer, which may be read each time that device connects to the website. They constitute IT data, in particular text files, stored on the terminal device of the website user.

The exact scope of information stored in server log files is as follows:

- the public IP address of the computer from which the request originated (this may be the user's computer directly);
- the name of the client workstation, where identification via the HTTP protocol is possible;
- the username provided during the authorisation process;
- the time when the request was received;
- the first line of the HTTP request;
- the HTTP response code;
- the number of bytes sent by the server;
- the URL of the page previously visited by the user (the referrer link), where the user accessed the Website via a hyperlink;
- information about the user's browser;

- information about errors occurring during the HTTP transaction.

These data are not associated with specific individuals browsing the website <https://www.realconstruct.pl/>.

In order to ensure the highest possible quality of the Website, we may occasionally analyse server log files to determine which pages are visited most frequently, which web browsers are used, whether the website structure contains errors, and similar technical matters.

Collected logs are retained for an indefinite period as auxiliary material used for website administration. The information contained therein is not disclosed to anyone other than persons authorised to administer the server and network infrastructure. On the basis of log files, statistical summaries may be generated to assist in administration. Such aggregated summaries do not contain any features identifying website visitors.

The cookie mechanism is not used to obtain any information about website users or to track their browsing activity. Cookies used by the <https://www.realconstruct.pl/> website do not store any personal data.

You may accept cookies, or disable them in your browser settings, in which case no information will be collected. Detailed information on the available options and methods for managing cookies can be found in your browser settings, including in particular:

1. Mozilla Firefox: <http://support.mozilla.org/pl/kb/ciasteczka>
2. Internet Explorer: <http://support.microsoft.com/kb/278835/pl>
3. Google Chrome:
<http://support.google.com/chrome/bin/answer.py?hl=pl&answer=95647>
4. Safari: <http://safari.helpmax.net/pl/oszczedzanie-czasu/blokowanie-zawartosci/>
5. Opera: <http://help.opera.com/Linux/9.22/pl/cookies.html>

Please note that restricting the use of cookies may affect certain functionalities available on our website.