

**DATA PRIVACY NOTICE –
REPRESENTATIVES, EMPLOYEES, SUBCONTRACTORS OF THE CONTRACTOR**

Dear Customers,

Please read the information regarding the processing of your personal data, which Limatherm Components Spółka z ograniczoną odpowiedzialnością with its registered office in Chorzów will carry out on the basis of the applicable regulations, i.e. 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 referred to as „**GDPR**”.

Who will process your personal data?

1. The administrator of your personal data is Limatherm Components Spółka z ograniczoną odpowiedzialnością with its registered office in Chorzów, Żelazna 5, 41-506 Chorzów, KRS: 0000287965, share capital: PLN 2,050,000.00, NIP: 634-26-41-389, REGON: 240666167, hereinafter referred to as „**Administrator**”. In matters related to personal data protection, please contact us at the following e-mail address: rodo@limathermcomponents.pl.

What is the purpose and legal basis for processing your personal data?

2. The Administrator collects and processes your personal data:

a) in the event that you are a party to a contract or the procedure of concluding a contract with you is in progress - in such a situation data are processed in order to conclude and then perform the concluded contract. The legal basis for the processing of personal data is then the provision of Article 6(1)(b) of the GDPR;

b) in the case when you have been indicated in a contract as a representative of the contracting party, contact persons, subcontractors, persons responsible for the performance of a particular scope or tasks, or in the case when your data have been transferred for the purpose of performance of a contract beyond the content of the contract directly to the Administrator, e.g. personal data related to documenting professional qualifications, undergoing trainings, concluding employment contracts etc., the processing takes place in order to perform the provisions of the concluded contract, which constitutes a legitimate interest pursued by the Administrator. The legal basis for the processing of personal data in this regard is Article 6(1)(f) of the GDPR;

c) in each case for the purposes of fulfilling the Administrator’s legal obligations arising in connection with the conclusion and performance of a contract, in particular resulting from tax regulations, regulations concerning public trading (due to the fact that the Administrator is a subsidiary of INTROL SA having the status of a public company), i.e. Act of 29 July 2005 on public offering and the conditions for introducing financial instruments into an organised trading system and on public companies; Regulation (EU) No. 596/2014 of the European Parliament and of the Council of 16 April 2014 on market abuse and repealing Directive 2003/6/EC of the European Parliament and of the Council and Commission Directive 2003/124/EC, 2003/125/EC and 2004/72/EC, Act of 7 July 1994

Construction Law. The legal basis for the processing of personal data is then the provision of Article 6(1)(c) of the GDPR;

d) in each case for the purpose of realization of a justified interest of the Administrator, including in particular the transfer of data within the INTROL Capital Group (of which the Administrator is a member), in particular for auditing purposes, in order to assert the rights of the Administrator or to defend the Administrator against claims of other entities. The legal basis for the processing of personal data in this regard is Article 6(1)(f) of the GDPR;

e) where you have given your consent, for the purposes indicated in the consent clause. The legal basis for the processing of personal data in this regard is Article 6(1)(a) of the GDPR.

What kind of personal data do we process?

3. The Administrator processes personal data necessary to conclude and perform the contract, in particular such data as: name, surname, e-mail address, telephone number. The Administrator collects and processes other data if they are provided to him in the course of exchange of correspondence, during meetings or if they are included in the documentation provided to him.

Who can we share your personal data with?

4. Your personal data may be transferred to:

- a) entities cooperating with the Administrator, in particular entities providing accounting services, delivery of correspondence and parcels, security services for persons and property, services ensuring health and safety at work, legal, and advisory services, audit, IT services;
- b) entities entitled to receive them on the basis of legal regulations, e.g. tax offices;
- c) in justified cases - to customers and contractors of the Administrator in relation to the Administrator's business activity.

Before transferring your data, we will obtain at least an assurance that the entities that will receive your personal data provide sufficient guarantees to implement appropriate technical and organisational measures so that the processing of your personal data meets the requirements of the GDPR.

5. the Administrator will not transfer your personal data outside the European Economic Area.

How long will we process your personal data?

6. Your personal data will be processed for the period resulting from the provisions of the law, but not less than until the expiry of claims resulting from the contract between the Administrator, in connection with which the data are processed, or the expiry of the limitation period for claims for tax obligations related to the aforementioned contract.

What rights do you have in relation to the processing of your personal data?

7. You have the following rights:

- (a) the right to request access to your personal data,
- b) the right to request rectification of your personal data,
- c) the right to request erasure of your personal data or restriction of processing,
- d) the right to data portability, i.e. the right to receive personal data from the Administrator in a structured, commonly used and machine-readable computer format. The right to personal data portability shall only apply to those data processed on the basis of a contract with you,
- e) the right to object - in case the Administrator processes your personal data on the basis of its legitimate interest; the objection should be sent to the address indicated in point 1 above,
- f) the right to lodge a complaint to the President of the Office for Personal Data Protection.

Do you have to provide your personal data?

8. If you are our contractor, providing your personal data is voluntary, but it is a necessary condition for the conclusion and performance of the contract and for maintaining business relations. If you are a representative of a contractor, the provision of your data is voluntary, but failure to do so will make it difficult or impossible to conclude or perform a contract with the entity you represent.

Where do we get your personal data from?

9. If your personal data has not been provided to us directly by you, we have received it from an entity you represent or which is your employer or for which you provide services on a basis other than an employment relationship, or we have obtained it from publicly available sources.

Will the data be processed by automated means?

10. Your personal data will not be processed by automated means, in particular it will not be subject to profiling.