

## The basics

This document provides a description of the privacy policy contained on the website: <https://www.lpp-equipment.pl/>.

1. Whose administrator is LPP Equipment Sp. z o.o. with its registered office at Poznańska 563 B Street, PL-05-860 Świącice k/Błonia, Poland (hereinafter referred to as "LPP").
2. The purpose of the Policy is to define the principle, method of processing and using of data and information from website users, and also this Policy contains information on the rights of natural persons with regard to the personal data provided by them.
3. Please read this policy carefully. By accessing this website or using it and sending us any personal data the user accepts the terms of this privacy policy.
4. Please note that by leaving this website (e.g. by going via a link to a website located in a different domain), the user moves to the area where this policy does not apply. LPP is not responsible for the privacy policy rules applicable on websites operated by other entities.

## The purposes of processing personal data

1. LPP informs each person whose data processes about the purpose of this processing.
2. LPP uses personal data only for the indicated purposes. In particular:
  - a. on the basis of article 6 paragraph 1 letter a) of the GDPR based on your consent for the purpose covered by this consent (regarding: sales, purchases, cooperation, recruitment, work),
  - b. on the basis of article 6 paragraph 1 letter b) of the GDPR in connection with the concluded contract for the purpose of its implementation, including for the purpose of cooperation with suppliers and entities cooperating with LPP,
  - c. on the basis of article 6 paragraph 1 letter f) of the GDPR to the extent and purposes resulting from the legitimate interests pursued by us, including maintaining business relations with you,
  - d. on the basis of article 6 paragraph 1 letter c) of the GDPR as far as the compliance with legal obligations to which the LPP is subject.
3. Personal data processed on the basis of the granted consent will be processed until it is withdrawn or the purpose for which the data was collected is no longer valid. The granted consent may be withdrawn at any time without affecting the lawfulness of processing based on consent before its withdrawal.
4. The data processed in connection with conclusion and performance of the contract will be processed in accordance with applicable regulations, but not longer than until the expiry of the period in which LPP may pursue claims related to the concluded contract, unless a longer period results from the Accounting Act.
5. You will receive any addition information regarding personal data electronically via e-mail: [info.pl@lpp-equipment.pl](mailto:info.pl@lpp-equipment.pl).

## Security and storage of information

1. LPP ensures the security of personal data thanks to the appropriate technical and organizational measures aimed at preventing unlawful processing of data and their accidental loss, destruction and damage.
2. LPP makes every effort to ensure that personal information is:
  - a. lawful, fair and transparent;
  - b. collected for specified and legitimate purposes;
  - c. accurate and, where necessary, kept up to date;

- d. kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed;
- e. processed in a manner that ensures appropriate security of the personal data;
- f. not transferred without adequate protection to countries outside the European Economic Area or to international organisations.

#### **Rights of natural persons**

1. Each person whose data is processed by LPP has the following rights:
  - a. right to obtain information about the processing of his or her personal data,
  - b. right to access to the data, demand their rectification, completion and change,
  - c. right to erasure ('right to be forgotten'),
  - d. right to limit the processing of data,
  - e. right to data portability,
  - f. right to object to processing of his or her data for legitimate purposes of LPP as a data controller, including direct marketing of its products and services and profiling, and also the right not to be subject to a decision based solely on automated processing.
2. LPP reserves that if it is not possible to identify a person, for example in relation to the scope of the data provided by him or her, it may refuse to take action at the request of the data subject, informing the person about it, unless the person provides additional information enabling him or her to be identified.
3. LPP informs that there is no obligation to erase data ('right to be forgotten') if the processing is necessary for:
  - a. exercising the right of freedom of expression and information,
  - b. compliance with a legal obligation which requires processing by Union or Polish law, or perform of a task carried out in the public interest,
  - c. archiving purposes in the public interest, scientific or historical research purposes or statistical purposes,
  - d. the establishment, exercise or defence of legal claims.
4. The person whose data is processed by LPP may exercise the right to information and access to the data, no more than once every 6 months. At the request of the data subject, the data controller is obliged, within 30 days, to provide the necessary information.

#### **Right to lodge a complaint**

A natural person has the right to lodge a complaint with the President of the Personal Data Protection Office in any case it is considered that his or her rights resulting from the provisions of law and this privacy policy are violated.

## ***Privacy Policy – Cookie files (Cookies)***

This document applies only to viewing the content of the website <https://www.lpp-equipment.pl/>.

The website at <https://www.lpp-equipment.pl/> is administered by LPP Equipment Sp. z o.o. with its registered office at Stanisława Bodycha 73 Street, 05-816 Reguły, e-mail address: [info.pl@lpp-equipment.pl](mailto:info.pl@lpp-equipment.pl). LPP Equipment Sp. z o.o. cares for the protection of Users' privacy, and the information collected using Cookies files is used to help in administering the Website.

### ***What are Cookie files?***

Cookie files – these are short text files constituting information technology data used to browse the content of the Website, which are stored on the end device (e.g. computer) of the User. Cookie files used by <https://www.lpp-equipment.pl/> are not used to collect User's personal data. The User may decide to use Cookie files on his or her Device.

The Website informs that the website is monitored by Google Analytics (<https://policies.google.com/privacy?hl=pl&fg=1>) – this is to collect data on the use and popularity of the Website. By using the pages of the Website, the User agrees to the analysis of his or her data by Google Analytics for the purpose described above.

***Types of Cookie files and purposes of using Cookie files by <https://www.lpp-equipment.pl/>***

**SESSION:** stored temporarily and deleted automatically after a certain period of time or after turning off the website or web browser.

**Purpose:** incl. improving the navigation on the website.

**PERSISTENT:** they remain on the device for a specified period of time or until they are deleted by the User on his or her end device.

**Purpose:** storing information on whether the User is new or returning and whether he or she used the Service through the Partner.

**EXTERNAL:** cookie files from partner websites: e.g. Facebook, Google, Google Analytics.

**Purpose:** keeping statistics.

### ***How to enable/disable Cookie files?***

The User can change the browser settings at any time, however each browser has its own way of changing the settings and so, for example, using the Internet Explorer version 8.0 web browser you should: 1) Select "Tools" from the menu, and then "Internet Options"; 2) Go to the "Privacy" tab; 3) Use the slider to set your preferences.

Web browsers often have the option of installing Cookie files on the User's end device by default.

The Website informs that disabling the use of Cookie files may affect the functionality of the Website.

***What data is processed?***

<https://www.lpp-equipment.pl/> processes the data provided voluntarily by the User in order to receive news related to the activities of the Website.

The Website undertakes to store data securely and not to disclose them to third parties.

The User has the right to access his or her data and may submit request to erase or correct the data by sending an e-mail.

***Redirection to other websites***

The website <https://www.lpp-equipment.pl/> contains links to other websites. Each time the User accesses a new website he or she should read the Privacy Policy – Cookie files. The website <https://www.lpp-equipment.pl/> is not responsible for Privacy Policy – Cookie files on these websites.

***Changes***

In the event of a change to the binding privacy policy – Cookie files, the appropriate changes to the above provision will be introduced.