



Information clause for suppliers and buyers of goods and services

1. **[Personal Data Administrator]** The companies of the ES-SYSTEM Group that are subject to an agreement on co-administration, hereinafter referred to as: the Co-Administrators, are the collective Administrator of your personal data. An excerpt from the above-mentioned agreement has been published on the websites www.essystem.pl and www.wilkasy.essystem.pl (in the "Personal data" tab). It is these entities that determine the purposes and means of processing your personal data.
2. **[Contact details]** The Co-Administrators have appointed the following point of contact for data subjects: the Data Protection Inspector, ES-SYSTEM S.A., address: ul. Przemysłowa 2, 30-701 Kraków, Poland, e-mail address: inspektorodo@essystem.pl.
3. **[Inspector]** The Co-Administrators have appointed a Data Protection Inspector for the purpose of ongoing monitoring of compliance with the principles of the proper protection of personal data. You can contact the Inspector by sending an email to the following address: inspektorodo@essystem.pl.

The Co-Administrators process your personal data solely on the basis of law and for specific purposes:

- I. **First and foremost, your personal data are used for the purpose of performing the contract (without it, it would not be possible to e.g. issue invoices or sign contracts)**
 1. **[Detailed purpose]** Your personal data will be processed for the purpose of performing the contract.
 2. **[Recipients]** The recipients of the personal data provided by you are suppliers of goods and services necessary for the fulfillment of the above-mentioned purposes, banks paying out the remuneration, insurers of claims under the contract, contractors of the Co-Administrators and entities which have been entrusted with processing your data by the Co-Administrators (including external auditing entities) and entities affiliated with the Co-Administrators personally or through capital, as well as entities authorized by law, including state authorities.
 3. **[Data storage period]** Your data will be processed until the completion of any factual and legal activities necessary to perform the contract and to the extent required by law (including tax law) or to secure any claims. After this time, your data will be deleted.
 4. **[Rights] [Rights]** You are entitled to the right to access the content of your personal data and to correct it, the right to delete it or limit its processing, as well as the right to transfer the data. You are also entitled to the right to file a complaint to the supervisory authority – the President of the Office for Personal Data Protection.
 5. **[Automated decision making]** Your personal data will not be subject to automated decision making, including profiling.
 6. Providing the data is a condition for the conclusion of the contract. Providing personal data is voluntary, however the failure to provide such data will result in the inability to conclude and perform the contract.
 7. **[Legal basis]** The legal basis for the processing of personal data is contained in art. 6 par. 1 letter b of the GDPR.
- II. **Your data are used for the legitimate purposes of the Co-Administrators, i.e. to protect property and to perform our office and operational work necessary for the group of**

companies that we are (without this, it is impossible to perform analyses and prepare reports, create schedules, as well as improve and our cooperation for the future)

1. **[Specific purpose]** Your personal data will also be processed for legitimate purposes pursued by the Co-Administrators, i.e.:
 - a) for the efficient implementation of the current activities of the Co-Administrators, including the implementation of business and administrative processes related to the subject of the Co-Administrators' activity;
 - b) for the implementation of the ES-SYSTEM Capital Group's corporate policy and the preparation of reports and analyses;
 - c) to ensure the protection of property, confidentiality of information, the disclosure of which could be damaging to the Co-Administrators,
 - d) for the possible establishment, investigation or defense of claims due to business activities conducted by the Co-Administrators,
2. **[Recipients]** The recipients of the personal data provided by you are suppliers of goods and services necessary for the fulfillment of the above-mentioned purposes and entities which have been entrusted with processing your data by the Co-Administrators, entities affiliated with the Co-Administrators personally or through capital, as well as entities authorized by law, including state authorities.
3. **[Data storage period]** Your data will be stored until the fulfillment of the Co-Administrators' legitimate interests, which constitute the basis for processing, or until you object to such processing. After this time, your data will be deleted.
4. **[Rights]** You are entitled to the right to access the content of your personal data and to correct it, the right to delete it or limit its processing, as well as the right to object to its processing. You are also entitled to the right to file a complaint to the supervisory authority – the President of the Office for Personal Data Protection.
5. **[Automated decision making]** Personal data processed for legitimate purposes of the Co-Administrator will not be subject to automated decision making, including profiling.
6. Providing personal data is voluntary.
7. **[Legal basis]** The legal basis for the processing of personal data is contained in art. 6 par. 1 letter f of the GDPR.

III. Your data are used for the purpose of performing the tax obligations imposed on us

1. **[Purpose]** Your personal data will also be processed in order to fulfill the obligations imposed on the data administrator by the law.
2. **[Recipients]** The recipients of the personal data provided by you are entities authorized under the law (including tax offices, control authorities, law enforcement agencies), entities affiliated with the Co-Administrators personally or through capital, and entities which have been entrusted with processing your data by the Co-Administrators.
3. **[Data storage period]** Your data collected in order to fulfill obligations under the law will be stored for the period of time necessary for the fulfillment of those obligations and for the period required by law.
4. **[Rights]** You are entitled to the right to access the content of your personal data and to correct it, the right to delete it or limit its processing. You are also entitled to the right to file a complaint to the supervisory authority – the President of the Office for Personal Data Protection.
5. **[Automated decision making]** Your data collected in order to fulfill obligations under the law will not be subject to automated decision making, including profiling;
6. Providing data is an obligation resulting from the provisions of tax law.

7. **[Legal basis]** The legal basis for the processing of personal data is contained in art. 6 par. 1 letter c of the GDPR.