

Note to suppliers and purchasers of goods and services (parties to a contract) and/or their representatives

[Personal Data Controller] The Controllers of your personal data are jointly the member companies of ES-SYSTEM Capital Group, parties to the agreement on shared data control, hereinafter referred to as the: Joint Controllers. A copy of the agreement referred to above is available at Joint Controllers' websites, in particular at www.essystem.pl as well as www.wilkasy.essystem.pl (tab "Personal data"). Member companies of ES-SYSTEM Capital Group determine the purposes and means of processing your personal data.

[Contact information] The Joint Controllers designated the following contact point for data subjects: Data Protection Officer, ES-SYSTEM Sp. z o.o., address: Przemysłowa street No. 2, 30-701 Kraków, email address: inspektorodo@essystem.pl.

[Officer] To ensure compliance with personal data protection principles, a Data Protection Officer was appointed by the Joint Controllers. You may contact the Data Protection Officer at the following email address: inspektorodo@essystem.pl.

The Joint Controllers process your personal data exclusively pursuant to legal regulations and for specific purposes.

In the event that you are a supplier or buyer of goods and services (a party to a contract):

I. Firstly, your data is used for the purpose of performing a contract (it is necessary to issue an invoice or sign a contract)

[Specific purpose] Your personal data will be processed in order to execute the subject matter of a concluded contract.

[Recipients] The recipients of personal data provided by you are business partners of the Joint Controllers, including suppliers of other goods and services necessary for the implementation of the above-mentioned purpose, banks transferring the remuneration, insurers of trade receivables, contractors to the Joint Controllers and parties to which the Joint Controllers entrusted the processing of your personal data (such as internal audit units) as well as parties with capital or personal relationship with the Joint Controllers and legal successors of the Joint Controllers and also bodies authorised under law, including state authorities.

[Data storage period] Your data will be stored until completion of any factual and legal activities necessary for performing a contract and to the extent imposed by legal regulations (including tax regulations) or for securing possible claims. After that time, your personal data will be erased.

[Rights] You have the right to access the content of personal data and the right to rectify them, as well as the right to erase them or restrict the processing of your personal data and the right to data portability and also the right to lodge a complaint to the regulatory body - the President of the Personal Data Protection Office.

[Automated decision-making] Your personal data will not be used for automated decision-making, including profiling.

Provision of the data is a condition necessary to conclude a contract. Provision of the data is voluntary, however failure to provide these precludes the conclusion and implementation of a contract.

[Legal grounds] Legal grounds for personal data processing is Art. 6 section 1 letter b) of GDPR.

II. Your data is used for legitimate purposes of the Joint Controllers, i.e. in order to protect the assets (property) and to pursue our back-office and operational activity which is necessary for a group of companies such as ours (without your data no analysis and reports, schedules, enhancement and improvement of our cooperation going forward would be possible).

[Specific purpose] Your personal data will also be processed for legitimate purposes, pursued by the Joint Controllers, i.e.:

- a. to efficiently pursue the on-going business of the Joint Controllers, including implementation of business and administration objectives, associated with Joint Controllers' business;
- b. to implement ES-SYSTEM Capital Group corporate policy as well as to draft reports and evaluations;
- c. to protect the assets (property), ensure confidentiality of information which could expose the Joint Controllers to damage should it be revealed, to possibly establish, make or defend claims resulting from the business of the Joint Controllers
- d. to determine, pursue or defend claims arising from business operations conducted by the Joint Controllers
- e. to record the correspondence from you or to you.

[Recipients] The recipients of personal data provided by you are business partners of the Joint Controllers, including suppliers of goods and services necessary for the implementation of the above-mentioned purposes and parties to which the Joint Controllers entrusted the processing of your personal data, parties with capital or personal relationship with the Joint Controllers as well as legal successors of the Joint Controllers and bodies authorised under law, including state authorities.

[Data storage period] Your data will be stored until legitimate interests of the Joint Controllers, being the basis for processing your personal data, are fulfilled or until you object to such processing. After that time, your personal data will be erased.

[Rights] You have the right to access the content of personal data and the right to rectify them, as well as the right to erase or restrict the processing of your personal data and the right to object to the processing of your personal data. You also have the right to lodge a complaint to the regulatory body - the President of the Personal Data Protection Office.

[Automated decision-making] Personal data processed for legitimate interest by the Joint Controllers will not be used for automated decision-making, including profiling.
Provision of personal data is voluntary.

[Legal grounds] Legal grounds for personal data processing is Art. 6 section 1 letter f) of GDPR.

III. Your data is used in order to fulfill the obligations imposed on us by the provisions of common law, including in particular the obligations resulting from the tax regulations

[Purpose] Your personal data will be processed also in order to fulfil the obligations imposed on the Joint Controllers by legal provisions.

[Recipients] The recipients of personal data provided by you are bodies entitled under legal regulations (such as fiscal authorities, control (auditing) bodies, law enforcement authorities), parties with capital or personal relationship with the Joint Controllers as well as legal successors of the Joint Controllers and parties to which the Joint Controllers entrusted the processing of your personal data.

[Data storage period] Your data collected in order to fulfill the obligations under legal provisions will be stored until such obligations are fulfilled and for as long as required by relevant legal regulations.

[Rights] You have the right to access the content of personal data and the right to rectify them, as well as the right to erase them or restrict the processing of your personal data and the right to lodge a complaint to the regulatory body - the President of the Personal Data Protection Office.

[Automated decision-making] Your data collected in order to fulfil the obligations under legal provisions will not be used for automated decision-making, including profiling.
Provision of data is mandatory under legal regulations.

[Legal grounds] Legal grounds for personal data processing is Art. 6 section 1 letter c) of GDPR.

In the event that you are a representative of suppliers or buyers of goods or services (including legal persons) in connection with a concluded contract (including as a proxy):

[Purpose and legitimate interest] Your personal data is processed for the purpose of specifying the persons authorized to represent the entity, with which the Joint Controllers or any one of them concludes a contract, as well as the scope of such authorization, and consequently the possibility of concluding the contract and specifying its validity, and to possibly establish, investigate or defend claims due to the business activities conducted by the Joint Controllers.

[Recipients] The recipients of personal data provided by you are business partners of the Joint Controllers, including suppliers of goods and services necessary for the implementation of the above-mentioned purposes and parties to which the Joint Controllers entrusted the processing of your personal data, including IT service providers, parties with capital or personal relationship with the Joint Controllers as well as legal successors of the Joint Controllers and bodies authorised under law, including state authorities.

[Data storage period] Your data will be stored until legitimate interests of the Joint Controllers, being the basis for processing your personal data, are fulfilled or until you object to such processing.

[Rights] You have the right to access the content of personal data and the right to rectify them, as well as the right to erase them, restrict the processing of your personal data and the right to object to the processing of your personal data. You also have the right to lodge a complaint to the regulatory body – the President of the Personal Data Protection Office.

[Automated decision-making] Personal data processed for legitimate interest by the Joint Controllers will not be used for automated decision-making, including profiling.
Provision of personal information is voluntary, but necessary for conclusion of the contract by the Joint Controllers or one of them with a party which is represented by you.

[Legal grounds] Legal grounds for personal data processing is Art. 6 section 1 letter f) of GDPR.