

INFORMATION

Based on the article 13 of the Directive of the European Parliament of the Council (the European Union) 2016/679 dated the 27th of April 2016 on the protection of natural persons, in connection with processing personal data and on a free flow of such data and annulment of directive 95/46/WE (hereafter called the General Data Protection Regulation), I would like to inform you* that:

1. The controller of your personal data is Marine Ship Repair Yard "Gryfia" J.S.C., located at 13 Ludowa Street, in Szczecin, post code 71-700. That means that we bear responsibility for using them in a safe manner, compatible with a contract and legal regulations.
2. Your personal data which are obtained while entering into the contract and over the course of its duration will be used for the following reasons:
 - 1) in order for the contract between us to be entered into and carried out, including the provision of proper quality services (for instance, by performing repairs to or replacements of installations and components of technical equipment) – throughout the contract – and in order for settlements to be made after the contract comes to a close (the legal basis: article 6, section 1 b of GDPR),
 - 2) in order for the data controller to fulfill legal duties that rest with him, for example:
 - a) issuing and storing invoices and accountant documents,
 - b) answering your questions and responding to your complaints.

Data needed to fulfill the legal duties will be made use of by us:

- a) for as long as the duties are fulfilled, for instance, when issuing invoices or other documents that constitute a basis for settlements between us (the legal basis: article 6, section 1 c of GDPR),
 - b) for as long as they are needed, for instance, tax-related data (the legal basis: article 6, section 1 c of GDPR),
- 3) in order for claims to be established, defended and investigated, which includes, among other things, sending a summons to pay - for a period of time after which claims resulting from the contract concluded by us become null and void (the legal basis: article 6, section 1 f of GDPR),
 - 4) in order for lists, analyses and statistics to be created for our internal needs; that includes, in particular, reporting, planning development of services – throughout the contract, then not longer than for a period after which complaints resulting from the contract entered into by us become null and void (the legal basis: article 6, section 1 f of GDPR).

In mentioning the aforementioned reasons for collecting your personal data, we would like to stipulate that we will not do any profiling, that is, automated analysis of your data – nor will we work out any predictions about preferences or future behaviour.

3. In order for the contract to be entered into, we require you to state your data on an application – if you don't provide them, then we will not enter into the contract. In addition, we may ask for optional data that do not affect the conclusion of the contract – if we do not obtain them, we will not be able to call a contact phone number. Providing data when concluding the contract is not a statutory requirement.
4. We transfer your data to:
 - 1) subjects who process data on our behalf and take part in performing our activities, that is:
 - a) subcontractors who support us in, for example, rendering repair services, handling correspondence or in the activity of providing service to a customer,
 - b) subjects who serve our computer and tele-computer systems,
 - c) subjects who provide audit services, legal assistance and advisory services to us;
 - 2) other data controllers who process data on their own behalf:
 - a) subjects who conduct postal or courier activity,
 - b) subjects who conduct payment activity (banks, payment institutions) in order to make refunds to you or for the purpose of making sure that the *direct debit* service is provided.
5. Data from other sources. If you pay through a bank or payment institutions, for example, then we will come into possession of information about from what account, at what institution you have made a payment. We will process the data in order to check that you have made the proper payment and, if the need arises, also for the purpose of making refunds, establishing, defending and investigating complaints.
6. At the moment, we do not plan on transferring your data outside OEG (which covers European Union, Norway, Liechtenstein and Iceland).
7. The rights you are entitled to.

You may submit an application (about your personal data) for the following to be done:

- 1) in order for your data to be corrected (rectified);
- 2) in order to get rid of data processed for no reason or placed in our internet service;
- 3) in order for processing to be limited (processing of data should be put on hold or data should not be deleted - according to the submitted application);
- 4) in order for access to be gained to the data (for the purpose of obtaining information about data processed by us and acquiring a copy of the data);
- 5) in order for your data to be transferred to another data controller (within the scope as set out in article 20 of GDPR).

You can enjoy the rights by submitting an application to the seat of Marine Ship Repair Yard "Gryfia" J.S.C. In order to be sure that you are entitled to submit the application, we may ask you to provide additional information that will enable us to authenticate you.

The scope of each of the rights and circumstances under which they can be used result from legal regulations. Just what right you are allowed to use will be dependent on, among other things, what legal basis Marine Ship Repair Yard "Gryfia" J.S.C. uses in order to be able to process your data and will be conditional on the purpose of their processing.

8. The right to object.

Regardless of the aforementioned rights, you are permitted, at any time, to object to your data being processed if a basis for using the data is our legally justified interest. In such a situation, once your application is considered, we will no longer be able to process your personal data covered by the objection on this basis unless we show that there are:

- 1) valid legally justified grounds for processing your data which, according to the law, are considered to be superior to your interests, rights and freedom or
- 2) grounds for establishing, investigating or defending claims.

9. Consent/permission.

If processing your data is not necessary to entering into a contract, carrying out a legal duty or (it) does not constitute our legally justified interest, then we may ask you to agree for your data to be used in specific ways. Permission given to us may be withdrawn by you at any time (without having an effect on the compliance with the law of processing which was performed on the basis of consent before it was withdrawn).

10. Complaint.

You are entitled to lodge a complaint with the Chairman of Personal Data Protection Office if you are of the opinion that processing your personal data breaches the regulations of the law.

11. Contact.

Our contact data are as follows: Morska Stocznia Remontowa „Gryfia” S.A., ul. Ludowa 13, 71-700 Szczecin.

Contact data on the Data Protection Inspector are as follows: iod@msrgryfia.pl