

INFORMATION CLAUSE – processing of personal data in relation to the Customer satisfaction survey

This information is intended for Customer contacts whose personal data we process in connection to our customer satisfaction survey. By contact persons, we also mean persons authorised to represent our Customers, including members of the management board, proxies, attorneys, partners in commercial partnerships.

1. Who is the controller of your personal data?

The Controller of your personal data is **Walstead Kraków Sp. z o.o.** (ul. Obrońców Modlina 11, 30-733 Kraków, Poland). You can find contact details on our website: <https://www.walstead-ce.com/en/contact-us/>. We have also set up a special e-mail address where you can send your queries on matters related to the processing of your personal data: dpo@walstead-ce.com.

The Controller has appointed **the Data Protection Supervisor**, who can be contacted by post at the address of the Controller's registered office and by e-mail at dpo@walstead-ce.com.

2. Types of your personal data that we process

Your name and e-mail address will be processed.

3. Where do we get your personal data from?

We collect your personal data in various manners. We may have received it from your employer/principal or from an employee, colleague employed at your company. We were able to find it online, including on social media, and also received it directly from you.

4. Why do we need your personal data?

As the Controller, we will process your data on the basis of **the legitimate interest pursued by the Controller** (Article 6(1)(f) GDPR) in order to conduct the customer satisfaction survey in the form of an anonymous questionnaire.

5. With whom do we share your personal data?

Your personal data will be transferred to the entity carrying out the customer satisfaction survey - Joanna Hirsz-Kropińska, conducting business activity under the name "GCE Joanna Hirsz-Kropińska", NIP 8761039706, REGON 147167980. Such data may also be processed in the IT systems used by the survey provider, but will not be transferred to third countries or international organisations (outside the European Economic Area).

6. How long will we keep your personal data?

Your personal data will be processed for the period necessary for the purpose of such processing, i.e. no longer than thirty (30) days after the customer satisfaction survey.

7. What rights do you have under the GDPR?

Firstly, you may demand that we delete your personal data immediately (i.e. you have the "right to be forgotten"). You may exercise this right in cases described in the GDPR, such as when you withdraw your consent for us to process your personal data, unless there is another legal basis for us to process your personal data.

You also have:

- The right to access your personal data, including to obtain confirmation that we process your personal data, to access your personal data and to receive specific information from us in relation to the processing of your personal data.
- The right to request that we rectify your personal data immediately if it is incorrect or to complete it if your personal data is incomplete.
- The right to request us to restrict the processing of your personal data in cases described in the GDPR (e.g. where you challenge the accuracy of the personal data we process about you).
- The right to request that we save your personal data in a file, in a commonly accessible format (e.g. .docx), in a structured manner, and send it to a controller designated by you (the "right to data portability").
- The right to lodge a complaint with the President of the Office for Personal Data Protection if you believe that we process your personal data unlawfully.

Furthermore, you have the right:

- **THE RIGHT TO OBJECT**, AT ANY TIME, TO THE PROCESSING OF YOUR PERSONAL DATA BY US, BUT ONLY IF THIS IS DONE FOR THE PURPOSES OF THE LEGITIMATE INTERESTS PURSUED BY US, INsofar AS THERE ARE SPECIAL CIRCUMSTANCES RELATED TO YOU AND WE HAVE NOT INDICATED E.G. VALID LEGITIMATE GROUNDS TO CONTINUE PROCESSING YOUR PERSONAL DATA.
- **THE RIGHT TO OBJECT**, AT ANY TIME AND WITHOUT FURTHER ADO, TO OUR PROCESSING OF YOUR PERSONAL DATA, BUT ONLY IF WE PROCESS YOUR PERSONAL DATA FOR DIRECT MARKETING OR PROFILING PURPOSES.

If you wish to exercise any of these rights, please send us an e-mail to **dpo@walstead-ce.com** with the content that will allow us to determine what you wish us to do.

8. Are you obliged to share your personal data with us?

The provision of personal data is voluntary, but the processing of personal data is necessary for the proper implementation of the indicated purpose. Failure to provide the data will make it impossible to fulfil the indicated purpose.

9. Information on automated decision-making

You will not be subject to decisions made by automated means (without human involvement). Personal data will also not be used for profiling.