

# INFORMATION FOR CONTRACTORS ABOUT THE PROCESSING OF PERSONAL DATA



In connection with performance of broker activities, **Wagas S.A.** with its registered office in Warsaw at 15 Rydygiera Street entered into the National Court Register kept by the District Court for the Capital City of Warsaw, XII Commercial Department of the National Court Register under number 0000409365, TIN (NIP) 107-00-00-135, with share capital in the amount of PLN 125,000 paid in full (hereinafter: "**Wagas**" or "**Data Administrator**") we process your personal data, in particular, we collect, record, organize, store, download, review them and use for the purposes indicated in this information.

**Below we would like to inform you about the rules of processing your personal data and about your rights associated with it.**

## I. General information.

The following rules apply from May 25, 2018, with the entry into force of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46 / EC (General Data Protection Regulation "GDPR").

Please direct to Wagas questions and requests regarding the manner and scope of processing of your data by Wagas, as well as your entitlements.

## II. Data Administrator.

The Administrator of personal data is Wagas S.A. with head office in Warsaw

## III. Contact details of data administrator

In relation to your personal data you can contact us the following way:

- In writing to the address: Wagas, 15 Rydygiera Street, 01-793 Warsaw, Poland
- By using contact form available at: [www.wagas.eu](http://www.wagas.eu)
- By email: [personaldata@wagas.eu](mailto:personaldata@wagas.eu)
- By phone: +48 22 860 04 80

## IV. Purpose and legal basis for processing Your personal data.

LP	Purpose of processing	Legal basis
1	<b>Implementation of the Employer's tasks related to the conclusion and performance of the contract:</b>	legal obligation of Wagas resulting from applicable legal provisions, e.g. keeping records on matters related to the relation of order and work, payment of remuneration, and other related benefits, notification to Social Insurance Institution and the Tax Office, - legal basis: Art. 6 §. 1 c) or Art. 9 §. 2 b) GDPR;
2	<b>Determining, defending and pursuing claims</b>	Legally based interest of Wagas - legal basis: Art. 6 §. 1 f) GDPR

## V. The obligation to provide data.

In a case where it results from legal provisions - in particular tax law and social security regulations, to the extent in which Wagas executes its legal obligations, provision of personal data and its processing by the Principal is a legal requirement. Failure to provide all personal data required by law may constitute an obstacle to the conclusion or performance of the contract. In other cases, the provision of personal data by you is voluntary and failure to do so will not cause negative consequences in connection with the conclusion and performance of the contract.

## VI. Information about the recipients of your personal data.

In connection with the processing of your personal data for the purposes indicated in point V. Your personal data may be shared:

1. **public authorities** and entities performing public tasks or acting on behalf of public authorities, to the extent and for purposes that result from legal provisions, in particular the Polish Financial Supervision Authority,
2. **entities processing data** for the **purpose of claiming or securing claims, or in order to counteract insurance fraud,**
3. **entities providing technical services**, including handling correspondence, archiving documents, dealing with the development and maintenance of Wagas IT systems, including the transaction system,
4. entities dealing with the **authorization of electronic signatures,**
5. to some **people performing regulated professions**, such as lawyers, notaries or auditors.

- in each case specified in point 2- 5. above, the above entities process data on the basis of an agreement with Wagas and only in accordance with the instructions of Wagas.

## VII. The period of data storage.

Your personal data will be processed for the duration of the contract, and then until the statute of limitations for claims under the contract or the expiry of the obligation to store data resulting from the law or the legitimate interest of Wagas.

**VIII. The rights of person, whose data relate to.**

According to the regulations in force, you have the following rights:

LP	Right to	Description
1	<b>Access</b>	You can gain access to information relating to processing of your personal data as well as get copy of that data.
2	<b>Ammend</b>	If you believe that your personal data are not full or not complete, you can request introducing relevant changes to your personal data
3	<b>Delete</b>	You can request your personal data to be deleted in scope allowed by law.
4	<b>Limit</b>	You can ask to limit the scope of processing your personal data.
5	<b>Object</b>	You can object to processing of your personal data due to reasons relating to your situation.
6	<b>Withdraw the consent</b>	You may, at any time, withdraw your consent to the processing of your personal data in the form of an image recorded in the photographs. Withdrawal of this consent has effects only for the future. Wagas will not process your data further, but the processing that took place until the withdrawal of consent is legal. Withdrawal of consent will not cause negative consequences in connection with your cooperation in Wagas.
7	<b>Transfer</b>	If your data is processed on the basis of a contract for the provision of your access to an IT system or you are a party to an agreement with the Administrator whose subject matter is broker activities - you also have the right to transfer personal data, i.e. to receive from the Administrator of your personal data, in a structured, commonly used machine-readable format. You may send this data to another data administrator.
8	<b>File a complaint</b>	You have the right to file a complaint with a supervisory body competent in the matters of personal data protection, i.e. to the Polish supervisory authority (the President of the Office for Personal Data Protection) or a supervisory authority of another EU Member State, competent for the place of usual residence or work of a person, where the data concern or because of the place of the alleged infringement.

**IX.** In order to exercise the above rights, please contact Wagas in accordance with the contact details indicated in point. III and IV above.

**X. Data transmission outside the EEA**

Your personal data will not be transferred to recipients located in countries outside the European Economic Area.