

TEMPLATE OF THE PERSONAL DATA PROCESSING NOTICE FOR CONTRACTORS/CLIENTS

DISCLOSURE OBLIGATION - PERSONAL DATA CONTROLLER'S NOTICE, ARTICLE 13 OF THE GDPR

Please be advised that based on Article 13 of the Regulation of the European Parliament and of the Council (EU) 2016/679 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 (hereinafter: GDPR), from 25 May 2018 the following information and policies related to the processing of your personal data by the Data Controller shall be valid:

1. The Controller of your personal data shall be SMP POLAND Sp. z o. o. with its registered office in Warsaw (Court Register Number: 0000251871, Tax Identification Number: 5252357052, REGON: 140435130), contact details: ul. Magazynowa 2, 15-399 Białystok, email: daneosobowe@smppoland.pl, hereinafter referred to as PDC.

2. For any matter concerning the processing of your personal data, you can contact us via email at daneosobowe@smppoland.pl

2. Your personal data shall be processed:

a) to perform the agreement pursuant to Article 6(1) item b of the GDPR,

b) to fulfil legal obligations incumbent on the Data Controller under generally applicable laws, in particular tax and accounting regulations - the legal basis for processing is Article 6(1) item c of the GDPR,

c) to conduct service quality surveys - the legal basis for processing during the agreement period is the Data Controller's legitimate interest (Article 6(1) item f of the GDPR). The Controller's legitimate interest is to obtain information on the level of client satisfaction with the sales service process/services provided. After the termination of the agreement, the legal basis of data processing for the above purpose shall be your consent (Article 6(1) item a of the GDPR),

d) for analytical and statistical purposes - the legal basis for processing is the Controller's legitimate interest (Article 6(1) item f of the GDPR). The Controller's legitimate interest is to analyse the results of its business operations,

e) to pursue the Data Controller's legitimate interest of potentially establishing or pursuing claims or defending against them - the legal basis for processing is the Controller's legitimate interest (Article 6(1) item f of the GDPR),

f) in order for the Data Controller to send marketing content to you. The legal basis for processing is the Controller's legitimate interest (Article 6(1) item f of the GDPR). The legitimate interest of the GDPR is to send marketing content to you,

g) to present offers or other information in the situation - at your request before entering into an agreement, based on Article 6(1) item b of the GDPR,

h) to process complaints, requests and appeals, based on Article 6(1) items b-d and f of the GDPR. In this regard, the legitimate interest of the Data Controller is to process complaints, requests and appeals,

i) internal administrative purposes of the SMP (Standard Motor Products) Capital Group - SMP Inc USA, the legal basis for processing is the legitimate interest of the PDC (Article 6(1)(f) of the GDPR), the legitimate interest of the PDC is to ensure the efficient functioning of the SMP (Standard Motor Products) Capital Group).

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5. Your personal data will be transferred to: suppliers of IT systems and IT services, entities providing PDC with services necessary to perform the contract concluded with you, including legal services, postal operators and couriers, banks in the field of payments, certain persons performing regulated professions such as lawyers, notaries or auditors; authorities authorized to receive your data based on legal provisions (e.g. tax authorities, Police. In addition, your data may be transferred outside the EEA, i.e. to entities of the SMP (Standard Motor Products) - SMP Inc USA Capital Group, in particular to the extent that SMP Inc USA provides the PDC with IT services (servers, software, etc.). In the case of cross-border data transfers to entities outside the European Economic Area (EEA) within the SMP Group whose level of data protection has not been deemed adequate by the European Commission, we shall rely on the safeguards implemented to ensure the protection of your personal data: standard contractual clauses approved by the European Commission. In order to obtain a copy of the above safeguards or details of their availability, you may send a written request following the details specified in Articles 1 or 2 above.

6. Your personal data shall be processed for the validity period of the offer, and if the consent was granted - until the withdrawal of consent, but no longer than the duration of the agreement. The personal data processing period may be extended each time by the limitation period for claims if the processing of personal data is necessary for the PDC to pursue any claims or defend against them. After this period, data shall be processed only to the extent and for the time required by law, including tax and accounting laws. To the extent that data are processed to target marketing content at you, they shall be processed until you withdraw your consent or object to such processing.

7. All granted consents can be withdrawn at any time. Withdrawal of your consent shall not affect the lawfulness of processing that has been carried out before such withdrawal. For evidence purposes, the PDC asks that consent be withdrawn in writing or electronically.

8. You have the right to: access the content of your personal data, including requesting a copy thereof and requesting their rectification, deleting personal data (the right to be forgotten), limiting the processing of personal data, the right to transfer personal data to another administrator, the right to object to the processing of personal data, including profiling, and for direct marketing purposes, to withdraw consent if the PDC processes your personal data based on consent, at any time and in any way, without affecting the lawfulness of processing, which was made based on consent before its withdrawal. You have the right to file a complaint. You have the right to make a complaint with the President of the Personal Data Protection Office if you think that our processing of your personal data is against the provisions of GDPR.

9. Your personal data shall not be subject to profiling.

10. You have the right to object to the processing of personal data to target marketing content at you. In addition, you have the right to object to the processing of personal data for the purposes specified in Article 3(c) item f for reasons related to your particular situation. For evidence purposes, the PDC asks that objections be submitted in writing or electronically.

Providing personal data is necessary to enter into and perform an agreement (the failure to provide personal data requested by the PDC shall result in the inability to enter into and perform an agreement), or to send the PDC's offers or services provided by the PDC (the failure to provide your personal data shall result in inability to receive these offers).

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