

PRIVACY POLICY

<https://edwood.pl/>

1. The Administrator of the Personal Data of the Internet Service available at: <https://edwood.pl/> , hereinafter referred to as a Website, is Edwood Sp. z o.o., 86 Łomaska Street, 21-500 Biała Podlaska (Poland) PL5372674565; entered into the register of associations of the National Court Register under KRS number: 0001038005 hereinafter referred to as the Personal Data Administrator. Contact: edwood@edwood.pl , +48 833423606.
2. Any enquiries, requests, complaints regarding the processing of personal data by the Personal Data Administrator should be addressed to the following e-mail address: edwood@edwood.pl or in writing to 86 Łomaska Street, 21-500 Biała Podlaska (Poland). The content of the notification should indicate:
 - a) the data of the person or persons concerned by the notification;
 - b) the event which is the reason for the report;
 - c) present your demands and the legal basis for these demands;
 - d) the expected manner of settling the matter.
3. We collect the following personal data on our Website:
 - a) your name, telephone number, email address - this may be processed when you, as a user, provide it to us via email, when contacting us by telephone or via a contact form,
 - b) IP address of the device and other information contained in system logs - this information is used for technical and statistical purposes, including in particular the collection of general demographic information (e.g. the region from which the connection is made),
 - c) other data may be processed when you, as a user, provide it to us via e-mail, when contacting us by telephone or via a contact form.
4. Each person using the Website shall be able to choose whether and to what extent they wish to share their data under the terms of this Privacy Policy.
5. We process your personal data in order to:
 - a) entering into and performing contracts in connection with the services we offer (Article 6(1)(b) of the RODO) - your personal data will cease to be processed once the contract in question has been fulfilled,
 - b) the performance of legal obligations incumbent on the Personal Data Controller, in particular record keeping, issuing invoices, etc. (Art. 6(1)(c) RODO) - personal data will be deleted once the legal obligations in question have been fulfilled,
 - c) ongoing communication related to the functioning of the Website (Article 6(1)(f) RODO, i.e. the legitimate interest of the Personal Data Administrator) - in this regard, your personal data will cease to be processed at the moment of answering the question or questions in question,

- d) to establish, assert or defend against claims (Article 6(1)(f) RODO, i.e. the legitimate interest of the Personal Data Administrator) - in this regard, your personal data will be deleted when the claims in question expire, but as a general rule after the expiry of the 3-year limitation period for claims.
6. The source of the Personal Data processed by the Controller is the data subjects.
7. Personal data may be transferred outside the European Economic Area (UK).
8. We do not share any personal data with third parties without the express consent of the data subject. Personal data without the consent of the data subject may only be shared with public law entities, i.e. authorities and administrations (e.g. tax authorities, law enforcement agencies and other entities with legal authority).
9. Personal Data may be entrusted to processors. In such a situation, the Personal Data Controller shall conclude a personal data processing entrustment agreement with the processor. The processor shall process the entrusted personal data only for the purposes, to the extent and for the purposes indicated in the entrustment agreement. The Personal Data Administrator entrusts personal data for processing in particular to entities providing technical and organisational services to the Administrator, in particular ICT services, hosting services, advisory and legal assistance services within the framework of professional cooperation, accounting services, payment processing services, as well as to the Administrator's contractors (to the extent related to the performance of obligations resulting from the concluded agreements).
10. Personal data is not subject to profiling under the provisions of the RODO.
11. In accordance with the provisions of the RODO, any person whose personal data we process as a Personal Data Controller has the right to:
- a) access to his/her personal data as referred to in Article 15 of the RODO,
 - b) to be informed of the processing of their personal data as referred to in Article 12 of the RODO,
 - c) to correct, complete, update, rectify personal data as referred to in Article 16 of the RODO,
 - d) to withdraw consent at any time, as referred to in Article 7(3) RODO,
 - e) erasure of data (right to be forgotten) as referred to in Article 17 RODO,
 - f) the restriction of processing referred to in Article 18 RODO,
 - g) data portability as referred to in Article 20 RODO,
 - h) to object to the processing of personal data as referred to in Article 21 RODO,
 - i) in the case of the legal basis referred to in para. 10(d) above, the right to withdraw consent at any time without affecting the lawfulness of the processing carried out on the basis of consent before its withdrawal,
 - j) not to be subject to the profiling referred to in Article 22 in conjunction with Article 4(4) of the RODO,
 - k) to lodge a complaint to the supervisory authority (i.e. the President of the Office for the Protection of Personal Data) referred to in Article 77 of the RODO.
12. In order to exercise your rights, you should contact the Controller by e-mail or in writing to the correspondence address.

13. Any breach of personal data security shall be documented and, if necessary, the data subjects and, if applicable, the PUODO shall be informed of such breach.
14. The Website is hosted (technically maintained) on the Operator's servers: <https://home.pl/>
15. The Operator uses, inter alia, the following data protection methods:
 - a) The login and personal data entry sites are protected in the transmission layer (SSL certificate), so that the personal data entered on the site are encrypted on the user's computer and can only be read on the target server;
 - b) The Operator periodically changes its administrative passwords;
 - c) In order to protect data, the Operator shall make regular security copies;
 - d) The Operator shall regularly update any software (software components) used to process personal data.
16. The Cookies Policy is a separate document located at <https://edwood.pl/> . Where there is a hyperlink on the Website to external websites or social networking sites, a co-management relationship exists between the Administrator and the Administrator of the external site in question. The Administrator is not responsible for the further processing of personal data of other parties or social network providers. Our joint controllers are:
 - a) Meta Platforms Ireland Ltd. (Facebook, Instagram) with registered office at: 4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland.
 - b) LinkedIn Ireland Unlimited Company, Attn: Legal Dept. (Privacy Policy and User Agreement), Wilton Plaza, Wilton Place, Dublin 2, Ireland.