

**Information Policy concerning personal data protection for persons receiving  
commercial information in electronic form from NOVOL sp. z o.o., ul. Żabikowska 7/9,  
62-052 Komorniki**

*Dear Sir or Madam,*

*Pursuant to Article 13.1-2 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter referred to as "GDPR"), we hereby provide the information on the method of processing your personal data and your associated rights.*

### **Personal Data Controller**

Pursuant to Article 4.7 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter referred to as "GDPR"), Data Controller, i.e. a body which determines the purposes and means of the processing of personal data, is NOVOL sp. z o.o., ul. Żabikowska 7/9, 62 (hereinafter referred to as the "Company").

### **Personal Data Protection Supervisor**

The Company has appointed a Data Protection Supervisor (DPS), who may be contacted in matters concerning the protection of personal data and the exercise of associated rights. For this purpose, the Supervisor can be contacted by e-mail at: [ochrona.danych@novol.com](mailto:ochrona.danych@novol.com).

### **Purpose, legal basis and the period of personal data processing by the Company**

Personal data in the form of e-mail addresses will be used to send commercial information in electronic form, but only if a voluntary consent to such operations is granted (legal basis: Article 6 Paragraph 1(a) GDPR). Providing data is voluntary.

Data necessary for sending commercial information in electronic form will be processed until you withdraw your consent to such operations.

In addition, the Company may process your data in the form of an e-mail address and information about your preferences and interests (determined on the basis of the interest in the information sent in electronic form and the method of using the Company's website) for the purpose of direct marketing, including profiling – in order to present to you personalized offers and information concerning the Company's operations (legal basis: Article 6.1(f) GDPR). Data processing for the above specified purpose will be carried out until you object to the processing of your data for direct marketing purposes.

## Data recipients

Your personal data may be disclosed to entities providing support services to the Company, such as software or hosting services (e.g. e-mail) providers, entities supporting the Company in the area of the dispatch of commercial information in electronic form (on the basis of data processing agreements concluded with such entities by the Company).

Your data will not be disclosed by the Company outside the European Economic Area (EEA).

## Your rights in the field of personal data processing

You have the right to access your data, rectify (correct) it, the right to request to remove your data, limit data processing, as well as the right to transfer the data to the extent and under the terms of GDPR.

You have the right to object to the processing of your personal data for direct marketing purposes at any time. In such case, we shall not process your data for these purposes.

In the event of processing your data on the basis of a consent granted, you have the right to withdraw your consent to the processing of your personal data at any time, without affecting the lawfulness of data processing that took place before the withdrawal of the consent.

The data provided shall not be processed in an automated manner, which could also lead to decisions with legal effects towards you, or significantly affect your situation in a similar way. Possible processing of your personal data in an automated manner, including through profiling, will be only used for analyses and forecasts of your preferences for the purpose of direct marketing (and preparing individual offers and information for you).

Regardless of the rights stipulated above in connection with the processing of your personal data, you have the right to lodge a complaint to a supervisory authority, which is the President of the Office for Personal Data Protection (address: ul. Stawki 2, 00-193 Warsaw).