

PRIVACY POLICY

Your privacy is important to us. This Policy explains what personal data Alba Thyment collects as part of the services we provide, and how we use and process it.

Who is the controller of your data and how can you contact them?

The controller of your personal data is Alba Thyment Ltd. with its registered office in Suchy Las ("Controller").

Any correspondence regarding personal data should be sent:

- By post to: Alba Thyment Sp. z o.o., ul. Szkolna 98, 62-002 Suchy Las; or
- By email to: kontakt@alba1913.spa

For what purpose and on what legal basis do we process your personal data?

We process your personal data in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council 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/WE ("GDPR").

We process the personal data you provide to us for the purpose of:

- proper performance of the services provided by the Controller,
- fulfilling legal obligations imposed on the Controller in connection with its business activities,
- pursuing the Controller's legitimate interests that constitute the basis for such processing.

Additionally, with respect to data not listed above, we may process it solely with your consent. You may withdraw your consent at any time. Withdrawal of consent does not affect the lawfulness of processing carried out before the withdrawal.

Who will your personal data be shared with?

Your personal data will only be shared when legally justified and only with the following groups of entities:

- Entities providing services to the Controller
- Providers of IT systems and services used by the Controller to provide services
- Entities providing technical support to the Controller
- Postal operators

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How is your personal data processed?

The Controller stores and processes personal data in a manner that ensures an appropriate security standard.

Your data will be processed for the period necessary to achieve the purposes for which it is processed, i.e.:

- for contract performance – until its completion,
- for the fulfilment of legal obligations imposed on the Controller in connection with its business activity and the performance of concluded contracts – until those obligations are fulfilled,
- for the fulfilment of the Controller's legitimate interests that form the basis of processing,
- until the expiry of the period required by law for data retention,
- in the case of processing based on consent – until that consent is withdrawn.

Will your personal data be transferred outside the European Economic Area ("EEA")?

The Controller does not transfer your personal data outside the EEA.

Do we process your personal data in an automated manner (including profiling) that affects your rights?

Your personal data will not be processed in an automated manner (including profiling).

What rights do you have regarding your personal data?

In connection with the processing of your personal data by the Controller, you have the right to request:

- access to your personal data,
- rectification of your data,
- restriction of its processing, or
- deletion of your data.

With regard to processing based on consent, you also have the right to:

- request the transfer of data you have provided to the Controller,
- withdraw your consent at any time.

Requests specifying the scope should be sent by email to: kontakt@alba1913.spa

Additionally, you have the right to lodge a complaint with the President of the Personal Data Protection Office.

