

Rules for Processing of Personal Data by AMICA S.A. - business cooperation

The processing of personal data is carried out based on the provisions of 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/EC (General Data Protection Regulation) (Official Journal of the EU L 119, p. 1) – hereinafter referred to as "**GDPR**".

I. Who is the administrator of your data?

The controller of personal data, in connection with the conclusion and performance of the contract, is **AMICA S.A.**, with its registered office in Wronki, at ul. Mickiewicza 52, entered in the Register of Entrepreneurs of the National Court Register under number: 0000017514; share capital of PLN 15,550,540 (fully paid), REGON: 570107305; NIP: 763-000-34-98, hereinafter referred to as the "**Controller**".

Contact with the Controller regarding personal data matters is possible by sending a traditional letter to the Controller's registered office address with the note "**Personal Data**".

II. Data Protection Officer

The Controller has appointed the Data Protection Officer.

III. Contact with the Data Protection Officer

For matters related to personal data protection, you can contact the Data Protection Officer via email at: info.dane@amica.com.pl or by sending a letter to: Amica S.A., ul. Mickiewicza 52, 64-510 Wronki, with the note "**Personal Data**".

IV. For what purposes will we use your personal data and on what basis?

In connection with the performance of the contract, the Controller will process the personal data of representatives of the parties involved in concluding the contract and representatives engaged in its execution (employees or associates of the other party). The processing of personal data will take place based on the Controller's legitimate interest, pursuant to **Article 6(1)(f)** of 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/EC (General Data Protection Regulation) ("**GDPR**").

The Controller's legitimate interest is the performance of the concluded contract, ongoing professional contact and cooperation related to the Controller's business activities, as well as the establishment and pursuit of claims or defense against potential claims directed against the Controller. Personal data will also be processed to fulfill legal obligations imposed on the Controller, particularly those arising from tax and accounting regulations, i.e., based on **Article 6(1)(c)** GDPR.

V. Where did we obtain your personal data?

Personal data was obtained from representatives of the parties to the contract involved in its execution. For the purposes indicated in Section IV above, the following types of personal data of representatives

and parties' representatives will be processed: **name and surname, position, email address, phone number, signature.**

VI. Who may we share your personal data with?

Recipients of personal data of representatives and parties' representatives include the Controller's employees and associates, entities providing IT and telecommunications services, accounting offices, advisory service providers (such as law firms), entities providing transport, service, and agency services, companies within the Amica Group, as well as authorities or institutions authorized to process such data under the law.

VII. How long will we process your personal data?

- a) Personal data will be stored for the purpose specified in Section IV above for the period: of the contract's validity, and after its termination, in connection with a legal obligation arising from generally applicable law;
- b) necessary to pursue claims related to the contract or defend against claims directed at the party, based on generally applicable law.

VIII. What rights do I have? Can I stop further processing of my personal data?

- 1) Individuals whose personal data is processed have the right to access their data, the right to rectify data, the right to request data deletion, and the right to restrict data processing.
- 2) Regarding processing based on the Controller's legitimate interest (**Article 6(1)(f) GDPR**), the data subject has the right to object to the processing of personal data. The Controller will no longer process such personal data unless it demonstrates compelling legitimate grounds for processing that override the interests, rights, and freedoms of the data subject or grounds for establishing, exercising, or defending legal claims.
- 3) Representatives and parties' representatives whose personal data is processed in connection with the contract have the right to lodge a complaint with the supervisory authority – the President of the Personal Data Protection Office.

IX. Automated decision-making

Personal data will not be subject to automated decision-making or profiling.