# Privacy Policy of www.ai.com.pl website

## **Privacy Policy**

This Privacy Policy defines the principles of processing and protecting personal data obtained from the Users when they use the Website. By using the Website the User consents to the principles and terms described in this Privacy Policy.

#### Personal data

With reference to the 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, ETC-PZL Aerospace Industries sp. z o.o., with its registered office in Warsaw, Al. Krakowska 110/114, 02-256, Warsaw, Poland, <a href="mailto:postbox@ai.com.pl">postbox@ai.com.pl</a>, informs that it is the Controller of personal data provided by the Users when they use the Website. The personal data are processed in accordance with the applicable law and, when required by the Regulation, with the User's consent.

The Controller collects only the data required for concluding a contract and providing a service selected by the User, providing answers to questions asked by the User, marketing the Controller's own services, and providing information about its offer, or the data provided by the User through the forms available on the Website.

While the User uses the services, the Controller gathers the data provided by the user in the available forms. These data include:

- e-mail address
- name and surname and/or company name
- address of residence or seat
- phone number

When required by law, the User's consent for processing his or her personal data is made in an electronic form, by checking a relevant box during the registration or through other procedure the purpose of which is to enable the use of the Website. The User has the right to withdraw the consent for processing personal data at any time.

Provision of data marked on the Website as required is voluntary but necessary for a contract to be concluded and for a service to be provided to the User on the Website. In case the User does not provide the required personal data, the User will not be able to use all possibilities offered by the Website.

The necessity for processing the data for the performance of a contract or in order to take steps at the request of the User prior to entering into a contract constitutes the basis for the Controller to process the personal data provided by the User (Art. 6. 1. (b) of the Regulation). In cases that the Controller markets its own services and sends information about its offer to an e-mail address provided by the User, the legitimate interests pursued by the Controller constitute the basis for the Controller to process personal data provided by the User (Art. 6. 1. (f) of the Regulation). Processing of the data for the purpose of the provision by the Controller of information about its services makes it possible to provide the User with information about the current offer. In case of the provision of the Newsletter service to the User, the User's consent, which can be withdrawn at any time (Art. 6. 1. (b) of the Regulation), constitutes the basis for the processing of the data.

The User's personal data will be kept in a form that makes it possible to identify the User, no longer than is necessary for the purpose for which they are collected and processed in accordance with the law. Therefore, the personal data will be retained for the period which is necessary for the performance of a contract and provision of a serviced selected by the User. The data will be processed beyond that period for the time necessary for the resolution of any possible disputes which may arise in connection with the services provided, e.g. disputes related to the claims (the retention period shall include the limitation period of claims arising from a contract, in accordance with the applicable provisions).

### **Entrustment of personal data**

The User's personal data or other data referred to in the Privacy Policy may be entrusted, based on a written agreement concluded in accordance with the previsions of the Regulation, to entities providing the Controller with services, e.g. accountancy, Website maintenance and management, web hosting service, payment management, advertising space management.

The Controller entrusts the processing of the User's personal data or other data referred to in the Privacy Policy to other entities providing services directly to the Controller, to the extent necessary for the performance of the Website services, based on a written agreement concluded in accordance with the Regulation.

Without prejudice to the foregoing, the personal data collected shall not be disclosed to any persons or institutions, unless required by the applicable provisions of law or necessary to achieve the purpose of personal data processing, and a relevant agreement is concluded to guarantee the protection of the User's rights and privacy.

### Rights and responsibilities of the User

The User has the right to access his or her personal data and to demand the completion, update, transfer, restriction of processing, rectification of his or her personal data, temporary or permanent suspension of the processing or the erasure of his or her personal data if the data are incomplete, outdated, untrue or collected with the violation of the provisions of law or are no longer required for the purpose for which they have been collected.

In case of processing the User's personal data for the purpose of marketing the Controller's own products and services, the User can at any submit a justified written request to cease the processing of his or her personal data on account of his or her specific situation or to object to the processing of his or her personal data for this purpose.

The Controller allows the User to have his or her personal data deleted form the data set at the User's request or based on the provisions of the Regulation.

The Controller may refuse to delete the personal data if the User has violated the terms and conditions of the Website or the applicable provisions of law, and the retention of the personal data is necessary for investigating the circumstances of the violation and establishing the User's responsibility.

### Protection of the data

The Controller uses technical means preventing unauthorised persons from obtaining or modifying the personal data. The Controller protects the personal data sets from the access by unauthorised entities, provides access to the User account only after the authentication that includes providing the individual login and password.

#### Contact

The User of the Website can contact the Controller at any time to obtain information regarding his or her personal data, sending an e-mail to postbox@ai.com.pl.

The User can also withdraw his or her prior consent to process the personal data and can request to cease the processing of the personal data. The Controller shall then also take actions necessary for immediate and free-of-charge ceasing of processing and deletion of the User's personal data. In such a case the provision of services will become technically impossible and will entail the termination of the contract between the User and the Controller.