

Appendix 56 **Information on the processing of personal data of Furnace+ portal users in connection with users' use of the Furnace+ portal**

SECO/WARWICK S.A. based in Świebodzin, ul. Sobieskiego 8, 66-200, Poland (hereinafter: **"SWSA"**) kindly informs you that your use of the Furnace+ portal (the **"Portal"**) involves the processing of your personal data by SWSA.

SWSA provides below basic information related to the processing of your personal data by SWSA in connection with your use of the Portal.

What is the source of acquisition of your personal data by SWSA? Is the provision of your personal data a statutory or contractual requirement and what are the possible consequences of not providing the data?

SWSA received your data in the form of your name and last name as well as your business e-mail address from the SWSA customer who authorized you to use the Portal (most often your employer).

Personal data that will be related to your use of the Portal (i.e., about your activity on and interaction with the Portal) will be collected by SWSA automatically during your use of the Portal.

Who is the controller of your personal data? How can SWSA be contacted?

The controller of your personal data is **SECO/WARWICK S.A.** based in Świebodzin, ul. Sobieskiego 8, 66-200, Poland, KRS 0000271014.

For all matters related to the processing of personal data by SWSA, including the exercise of your rights referred to below, SWSA asks you to contact us by sending a message to SWSA's mailing address indicated above or by e-mail to: RODO@secowarwick.com.

Please note that to some extent SWSA will process your personal data not only as a data controller but also as a processor of personal according to the instruction of the SWSA customer who has authorized you to use the Portal.

What is the purpose and legal basis for processing your personal data?

SWSA will process your personal data for the following purposes: (i) to develop and ensure the uninterrupted and secure operation of the Portal, including through statistical analysis and electronic monitoring of users' activities using the Portal, (ii) possible defense against claims and the assertion of claims.

The basis for the processing of your personal data in the aforementioned scope will be the so-called legitimate interest of SWSA, consisting in the right of SWSA to: (i) take measures to develop the Portal and ensure the uninterrupted and secure operation of the Portal, including through statistical analysis and electronic monitoring of users' activities using the Portal, (ii) possible defense against claims and the assertion of claims.

How long will SWSA keep your personal information?

SWSA will keep your personal data related to your use of the Portal for the duration of the agreement under which the SWSA customer, who authorized you to use the Portal, will have access to the Portal and thereafter for a maximum period of the statute of limitations for claims arising from the aforementioned agreement.

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Personal data processed for the purpose of developing the Portal and ensuring its uninterrupted and secure operation, including through statistical analysis and monitoring of activity on the Portal, will be kept by SWSA for a period of 10 years.

Who may be the recipient of your personal data?

Your personal data processed by SWSA in connection with the use of the Portal may be transferred to the SWSA customer who authorized your use of the Portal, to entities providing services to SWSA, including in particular providers of IT services and solutions (including hosting), external consultants, providers of legal, accounting and auditing services to SWSA, as well as companies belonging to the same capital group as SWSA.

What are your rights in connection with the processing of your personal data by SWSA?

You have the following rights in connection with SWSA's processing of your personal data (although your ability to exercise particular rights may depend on the basis on which a particular category of data is processed):

- a) right to object to the processing of personal data – a right that allows the data subject to object to the processing of personal data based on legitimate interests. This right can be exercised, for example, in the case of the processing of personal data for direct marketing purposes (including the use of data profiling methods) or in other cases (for reasons related to the particular situation of the person concerned).
- b) right to access and rectify the data – the right to request information about the processing of personal data, in particular whether personal data is processed, what type of personal data it is, how long it will be processed and to which entities it has been made available. The right to rectify personal data can be exercised when personal data needs to be updated, if it is incorrect or incomplete.
- c) right to request erasure of personal data – this right may be exercised in particular when the processed personal data is no longer necessary in connection with the purposes for which it was obtained or otherwise processed, or when the personal data was processed unlawfully.
- d) right to transfer the data. This right may be exercised if the processing is based on consent or on an agreement with the data subject, and the processing is carried out by automated means.
- e) right to restrict processing – you can request that the processing of personal data be restricted. This right can be exercised in the following situations: (i) when the data subject questions the accuracy of the personal data, for a period of time to allow the controller to verify the accuracy of the personal data; (ii) when the processing is unlawful and the data subject objects to the erasure of the personal data, requesting instead a restriction on its use; (iii) when the controller no longer needs the personal data for the purposes of the processing, but they are required by the data subject to establish, assert or defend claims; (iv) when the data subject has objected to the processing on the basis of art. 21(1) of the GDPR until it is determined whether the controller's legitimate grounds for processing override the grounds for the objection.
- f) if the processing is based on consent, the data subject has the right to withdraw that consent at any time by contacting SWSA at RODO@secowarwick.com. Withdrawal of consent will not affect the lawfulness of processing of personal data on the basis of consent before its withdrawal.

You also have the right to lodge a complaint to the supervisory authority in charge of personal data protection (which in Poland is the President of the Office for Personal Data Protection).

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Will your personal data be transferred outside the European Economic Area?

SWSA does not intend to transfer your personal data processed in connection with your use of the Portal outside the European Economic Area. If the SWSA customer who authorized you to use the Portal is located in a country outside the European Economic Area, personal data may be transferred to that country in connection with SWSA's performance of the agreement on behalf of that customer. If, with respect to the country in which such customer is located, there has not been a decision by the European Commission on the determination of an adequate level of protection for personal data, the transfer of data will take place subject to the application of appropriate safeguards in the form of so-called standard contractual clauses in force between SWSA and the customer. If you would like to review the clauses mentioned above, please contact us at RODO@secowarwick.com.

Will your personal data be subject to automated decision-making, including profiling?

Your personal data processed in connection with your use of the Portal will not be subject to automated decision-making, including profiling.