

Privacy policy TSTRONIC Sp. z o.o.

Personal data

1. The administrator of your personal data is TSTRONIC Sp. z o.o. with its registered office in Gdańsk, ul. Benzynowa 19, 80-330 Gdańsk, KRS: 0000208139, NIP: 593-231-40-24, REGON: 192356370.
2. Your personal data, in most cases, were collected during direct contact with TSTRONIC Sp. z o.o. or while performing commercial activities between companies. We may also collect personal information from other sources. The personal data that we usually process are: name, surname, position and contact details i.e. telephone number, email and company address.

Purposefulness

1. When you contact us for commercial purposes, we process your personal data to provide services and products in accordance with agreements. The processing of your data is necessary to fulfil obligations under the contracts. Your personal data will also be processed where appropriate in accordance with the contract for the purpose of handling orders, issuing invoices, payments and administering the contractual relationship, handling supplies, contacts and communications.
2. If you are in a business relationship with TSTRONIC Sp. z o.o., we will process your personal data on the basis of a balance of interests between your interests and our legitimate interest to market our products and services. The processing may include sending newsletters, information about seminars and other events and other direct marketing activities. We always offer you the opportunity to unsubscribe from our direct marketing.
3. When we process your personal data as a business contact for accounting purposes, e.g. issuing invoices, paying for products and services, we carry out this processing on the basis of our obligations under applicable law.
4. We process your national identification number only in cases where this is necessary for the processing or identification, e.g. to determine the form of business activity.
5. If contacted us, we process your personal data or contact requests. The purpose of our processing is to help you with questions relating to our company, our services and products. This processing is based on legitimate interests. Our legitimate interest is to assist future business contacts and other interested parties by answering questions and providing necessary information.
6. We may also process your personal data for direct marketing purposes adapted to your business activities. This processing is based on a legitimate interest. Our legitimate interest is to inform potential customers about such services and products that may be of interest to them and thus support our future business. Processing may include: sending out newsletters, information about our seminars and other events and other direct marketing activities. We always offer you the opportunity to unsubscribe from our direct marketing.

Cookies

1. When using our website, we may process personal data in the form of an IP address by using cookies.
2. Our website uses cookies. The parameters allow the information contained in them to be read only by the server that created them. Cookies allow you to use previously visited websites.
3. Our cookies do not identify or contain any personal information. Cookies cannot read information from your computer or interact with other cookies on your hard drive.
4. The information collected includes your IP address, browser type, language, operating system type, Internet service provider, time and date, location and information sent to the site through a contact form.

5. The Personal Information we collect is used to monitor the use of our Site to improve its functioning, ensuring more efficient and trouble-free navigation. We monitor your information using Google Analytics, which records your behavior on the Site. Users may opt-out of tracking by Google Analytics with future effect by downloading and installing the Google Analytics browser opt-out add-on for their current browser: <https://tools.google.com/dlpage/gaoptout?hl=pl>.
6. You may refuse the use of cookies by selecting the appropriate settings on your browser, but please note that this may limit the full functionality of this website.

Personal data access

1. Your personal data may be shared with a small number of third parties who process personal data on our behalf. The processors are for example our IT specialists and system providers. We have concluded agreements on the processing of personal data with all external entities that process personal data on our behalf in order to ensure that the data is processed in accordance with applicable data protection legislation.
2. Due to legal obligations, we may also transfer personal data to recipients other than those processing personal data, for example, certain public authorities. These recipients are independent data controllers.
3. TSTRONIC Sp. z o.o. and entities processing personal data, in principle, process your personal data only within the EU. Where personal data are processed outside the EU, the European Commission issues a decision that the third country concerned provides an adequate level of protection or appropriate safeguards, such as standard data protection clauses, binding corporate rules or the Privacy Shield to ensure the protection and integrity of your rights.
4. TSTRONIC Sp. z o.o. and, in justified cases, entities processing personal data acting on our behalf, take a number of security measures to protect the personal data being processed. We have firewalls and antivirus software to protect and prevent unauthorized access to our networks and systems. Our employees have strict instructions regarding the processing of all personal data in accordance with applicable laws and regulations. Only a limited number of employees have access to systems where personal data is stored, and passwords and user names are required to access these systems.

Duration of personal data processing

1. We do not process your personal data for longer than permitted by applicable law, regulation, case law or decision of the legislature.
2. The personal data that we process for the fulfilment of our contracts are usually processed for the period that is necessary for us to fulfil all our business obligations. In order to comply with our legal obligations and if we are entitled to do so on the basis of a legitimate interest, we may store personal data for an extended period in accordance with the following provisions.
3. We may also process certain information in accordance with applicable laws on the purchase of goods and services and consumer protection.
4. Personal data that is processed on the basis of a legitimate interest to perform direct marketing activities may be processed for up to 24 months after our last business contact or until we are informed that you do not wish to receive marketing information. Any personal data processed on the basis of your consent is processed until your consent is withdrawn.

Your rights

1. You have the right to access and correct your personal data in accordance with applicable data protection legislation. In certain circumstances you have the right to request deletion, restriction or objection to their processing by TSTRONIC Sp. z o.o. Furthermore, you have the right to receive your personal data in an orderly, commonly used format.
2. You have the right at any time to withdraw your consent to the processing of your personal data

in whole or in part. You also have the right to object to the processing of your own personal data for direct marketing purposes.

3. All complaints concerning the processing of personal data by TSTRONIC Sp. z o.o. are to be submitted to the Personal Data Protection Office.

Final provisions

1. If you wish to make use of your rights under the above provisions or otherwise wish to contact us about the processing of our personal data, please contact us at office@tstronic.eu or by post at the address: TSTRONIC Sp. z o.o. ul. Benzynowa 19, 83-011 Gdańsk.
2. Links to other websites may appear on our website. Such sites operate independently of the administrator and are in no way supervised by the administrator of personal data. These sites may have their own privacy policies and regulations, which we recommend you to read.
3. The administrator reserves the right to make changes to the Privacy Policy, which may be affected by the development of Internet technology, possible changes in the Act on the protection of personal data and the development of the website and services provided by the administrator. The Administrator will inform the Users about any changes in a visible and understandable way.

Gdańsk 02.01.2018 r