

## PERSONAL DATA PROCESSING AT KSP

25 May 2018 marks the effective date of the General Data Protection Regulation (GDPR) for Poland and for other EU Member States. This is to provide you with some essential information regarding the personal data processing at KSP.

1. KSP T. Srokosz i Wspólnicy Sp.k. (hereinafter: **KSP**) with its registered office in Katowice, 150 Chorzowska, 40-101 Katowice (Poland), is the Controller of your personal data.
2. Your personal data is processed for contact purposes, which includes responding to your requests made using the contact form, sending regular notifications of legislative changes, business trends or events organized by KSP.
3. Your personal data is processed on grounds of legitimate interests pursued by KSP. The data can also be processed when it is necessary for the conclusion or performance of a contract.
4. Your personal data may be transferred to third parties assisting KSP in achieving its goals. This includes parties providing the services of IT infrastructure maintenance.
5. You provide your data on a voluntary basis, but without your data we shall not be able to provide you with the above-mentioned information.
6. KSP does not retain your personal data longer than necessary. The data is retained until an objection is lodged, and in contractual relationships - for the duration of the contract and after its completion for a period resulting from the regulations on archiving and limitation of claims.
7. Your rights and their observance:
  - You have the right to access your personal data, including the right to obtain a copy of the data.
  - You also have the right to have inaccurate data rectified and the right to have incomplete personal data completed.
  - You are entitled to object against processing of your personal data.
  - You also have the right to request erasure of your personal data in situations stipulated in the law and to restriction of processing.
8. If your personal data is processed in breach of the applicable legal regulations, you have the right to lodge a complaint with the President of the Personal Data Protection Authority.
9. The personal data of recruitment candidates will be processed in the way described in the relevant job advertisement.

---

### KSP T. Srokosz i Wspólnicy sp.k.

ul. Chorzowska 150  
40 -101 Katowice  
Poland

T: +48 32 731 6850  
F: +48 32 731 6851  
NIP: 9542451241

[www.ksplegal.pl](http://www.ksplegal.pl)  
[kancelaria@ksplegal.pl](mailto:kancelaria@ksplegal.pl)