

GDPR & Privacy Policy

Phoenix Poland respects your concerns about privacy. This Data Protection Policy is designed to inform you about the processing of your personal data and your rights under the General Data Protection Regulations (GDPR) and the applicable national law.

GDPR : means Regulation (EU) 2016/679 of April 2016 (General Data Protection Regulation)

IMPORTANT: By submitting data to us through our website www.phoenix-poland.com / you give us your consent that all personal data that you submit may be stored and processed in the manner and for the purpose described as follows:

Purposes of Data Processing

Phoenix Poland is a Polish company with registered office 71-425 Szczecin, Lutniana 14 Poland, registered NIP 8513169240

Personal data collected will also be processed by us in order to provide you information about contract offers available. Your personal information is not used for other purposes, unless we obtain your permission, or unless otherwise required or permitted by law or professional standards.

Any operation or set of operation which is performed on personal data or on sets of personal data, whether or not by automated means , such as collection , recording , organization , structuring , storage , adaptation or alteration , retrieval , consultation , use , disclosure by transmission , dissemination or otherwise making available , alignment or combination , restriction , erasure or destruction .

Information We Collect

We collect and process the information you give us through various ways: through our website and social media channels, through phone and fax, through on line and in person job applications, in connection with our interactions with clients. The business partner shall process the personal data only to the extend , and in such a manner as is necessary for the purpose of this and in accordance with instruction from time and shall not process the personal data for any other purpose , the business partner will keep a record of any processing of personal data it carried out on behalf of the company in accordance with its obligations as stipulated under GDPR.

The business partner shall ensure that access to the personal data is limited to :

- Those employees who need access to the personal data to meet the service company obligation under this
- In the case of any access by any employee , such part or parts of the personal data as is strictly necessary for performance of that employee, s duties

Disclosure Of Your Personal Data

We do not share, sell or distribute your Personal Data with unrelated third parties, except under these limited circumstances: Personal Data will be transferred to third parties who act as Employers or Contractors for further processing in accordance with the purposes for which the data was originally collected. To the extent that goals other than those for which you have given consent are identified, we will duly inform you and request a new consent.

We transfer the personal information we collect from you to countries that may not have the same data protection laws as the country in which you initially provided the information. Where appropriate, before disclosing Personal Data to a third party, we contractually require the third party to take adequate precautions to protect that data and maintain confidentiality.

Personal Data Integrity And Security

We strive to maintain the reliability, accuracy, completeness and currency of Personal Data in our databases and to protect the privacy and security of our databases. We maintain administrative, technical and physical safeguards designed to protect the personal information you provide against accidental, unlawful or unauthorized destruction, loss, alteration, access, disclosure or use.

Our employees who have access to personal data have been trained to handle these data properly and in accordance with our security protocols and strict privacy standards.

In order to achieve the above-mentioned goals, we use service providers: for example hosting, platform, maintenance services; emails and SMS sending services. Through contractual arrangements, we ensure that these providers guarantee a

high level of data protection, even if the data is transferred to a country where another level of data protection is used, for which there was no appropriate decision of the EU Commission.

An IP address is a number assigned to your computer whenever you access the internet. IP addresses from which visitors appear to originate may be recorded for IT security and system diagnostic purposes. This information may also be used in aggregate form to conduct web site trend and performance analysis.

Storage Of Your Personal Data

Personal data will be stored only for as long as reasonably necessary for the purposes for which it was collected or to comply with any legal or ethical reporting or document retention requirements (e.g. for the purpose of presenting them to tax authorities) or until you revoke your consent .

Warranties

The business partner warrants that :

- It will process the personal data in compliance with the GDPR and all applicable laws, enactments , regulation, orders, standards and other similar instruments
- It will take appropriate technical and organizational security measures against the unauthorized or unlawful processing of personal data and against the accidental loss or destruction of , damage to , personal data to ensure the company's compliance with the GDPR : and
- It will ensure that any new IT infrastructure development is undertaken in accordance with the GDPR

The business partner shall notify the company immediately if it becomes aware of:

- Any unauthorized or unlawful processing , loss of , damage to or destruction of the personal data
- Any advance in technology and methods which means that the company should revise its security measures