

# CERTYFIKAT



## PRIVACY POLICY

1. This Privacy Policy sets forth the rules for the processing of personal data obtained through the [www.psdz.pl](http://www.psdz.pl) website (hereinafter referred to as the "**Website**").
2. The owner of the Service and, at the same time, the Administrator of Personal Data is POLISH ASSOCIATION "DACHY ZIELONE" with headquarters in Wrocław (50-363), pl. Grunwaldzki 24A, entered in the register of associations, other social and professional organizations, foundations and independent public health care facilities of the National Court Register kept by the District Court for Wrocław-Fabryczna in Wrocław, VI Economic Division of the National Court Register under the KRS number 0000325924, NIP: 8982161819, Regon: 021017323, hereinafter referred to as POLSKIE STOWARZYSZENIE "DACHY ZIELONE".
3. Personal data collected by POLISH **ASSOCIATION** "DACHY ZIELONE" via the Website are processed in accordance with the Regulation of the European Parliament and of the Council (EU) 2016/679 of April 27, 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), also known as **RODO**.
4. POLISH ASSOCIATION "DACHY ZIELONE" takes special care to respect the privacy of Users visiting the Website.

### § 1 Type of data processed, purposes and legal basis

1. POLISH ASSOCIATION "ROOFS GREEN" collects information

pertaining to natural persons performing a legal action not directly related to their activities, natural persons conducting a business or professional activity on their own behalf, and natural persons representing legal persons or organizational units that are not legal persons, to which the law grants legal capacity, hereinafter collectively referred to as Users.

2. Users' personal information is collected in the case of:
  - a) Use of the contact form service on the Website in order to perform the contract provided electronically. **Legal basis:** necessary to perform the contract for the provision of the contact form service (Article 6(1)(b) RODO).
3. When using the contact form service, the User provides the following data:
  - a) email address;
  - b) Name.
4. When using the Website of the Service, additional information may be collected, in particular: the IP address assigned to the User's computer or the external IP address of the Internet provider, domain name, type of browser, access time, type of operating system.
5. Navigation data may also be collected from Users, including information about the links and references they choose to click on or other actions taken on the Website. **Legal basis** - legitimate interest (Article 6(1)(f) RODO), consisting of facilitating the use of services provided electronically and improving the functionality of such services.
6. For the purpose of establishing, investigating and enforcing claims, certain personal data provided by the User as part of the use of functionality on the Website may be processed, such as name, surname, data on the use of services, if the claims arise from the way the User uses the services, other data necessary to prove the existence of the claim, including the extent of the damage suffered. **Legal basis** - legitimate interest (Article 6(1)(f) RODO) to establish, assert and enforce claims and defend against claims in proceedings before courts and other state authorities.
7. Provision of personal data to POLISH ASSOCIATION "DACHY ZIELONE" is voluntary.

## **§ 2 To whom is the data shared or entrusted and how long is it kept?**

1. The User's personal data are transferred to service providers used by POLSKIE ASSOCIATION "DACHY ZIELONE" in running the Website. Service providers to whom personal data are transferred, depending on contractual arrangements and circumstances, either are subject to the instructions of POLSKIE ASSOCIATION "DACHY ZIELONE" as to the purposes and methods of processing such data (processors) or determine the purposes and methods of processing themselves (administrators).
  - a) **Processors.** POLSKIE ASSOCIATION "DACHY ZIELONE" uses suppliers who process personal data only at the direction of POLSKIE ASSOCIATION "DACHY ZIELONE". These include, but are not limited to, suppliers providing hosting services, accounting services, suppliers of marketing systems, systems for analyzing traffic on the Website, systems for analyzing the effectiveness of marketing campaigns;
  - b) **Administrators.** POLISH ASSOCIATION "ROOFS GREEN" uses providers who do not act solely on instructions and determine for themselves the purposes and uses of Users' personal data. They provide electronic payment and banking services.
2. **Location.** Service providers are located in Poland and other countries in the European Economic Area (EEA).
3. Users' personal data are stored:
  - a) If the basis for the processing of personal data is consent, then the User's personal data are processed by the POLISH ASSOCIATION OF "DACHY ZIELONE" as long as the consent is not revoked, and after revoking the consent for a period of time corresponding to the period of limitation of claims that may be raised by the POLISH ASSOCIATION OF "DACHY ZIELONE" and which may be raised against him. Unless a special provision provides otherwise, the statute of limitations is six years, and for claims for periodic benefits and claims related to the conduct of business - three years.
  - b) If the basis of data processing is the performance of a contract, then the User's personal data are processed by POLISH ASSOCIATION "DACHY ZIELONE" as long as it is necessary to perform the contract, and after that time for a period corresponding to the period of limitation of claims. Unless a special provision provides otherwise, the period of limitation is six years, and for claims for periodic benefits and claims related to the conduct of business - three years.
4. Navigation data may be used to provide Users with better service, analyze statistical data and customize the Website to Users' preferences,

As well as the administration of the Website.

5. If a request is made, POLISH ASSOCIATION "DACHY ZIELONE" shall make personal data available to authorized state authorities, in particular to organizational units of the Prosecutor's Office, the Police, the President of the Office of Personal Data Protection, the President of the Office of Competition and Consumer Protection or the President of the Office of Electronic Communications.

### § 3 Mechanism of cookies, IP address

1. The Website uses small files, called cookies. They are saved by POLISH ASSOCIATION "DACHY ZIELONE" on the final device of the person visiting the Website, if the Internet browser allows it. A cookie usually contains the name of the domain from which it originated, its "expiration time" and an individual random number identifying the cookie. Information collected by means of files of this type helps to adapt products offered by POLSKIE STOWARZYENIE "DACHY ZIELONE" to individual preferences and real needs of visitors to the Website. They also give the possibility to develop general statistics of visits to the presented products on the Website.
2. POLISH ASSOCIATION "DACHY ZIELONE" uses two types of cookies:
  - a) **Session cookies:** when the session of a particular browser ends or the computer is turned off, the stored information is deleted from the device's memory. The mechanism of session cookies does not allow the collection of any personal data or any confidential information from Users' computers.
  - b) **Persistent cookies:** they are stored in the memory of the User's terminal device and remain there until they are deleted or expire. The mechanism of persistent cookies does not allow the collection of any personal data or any confidential information from the Users' computer.
3. POLISH ASSOCIATION "DACHY ZIELONE" uses its own cookies for the purpose of:
  - a) analysis and research, as well as audience auditing, and in particular to create anonymous statistics that help to understand how Users use the Website of the Service, which allows to improve its structure and content.
4. POLSKIE ASSOCIATION "DACHY ZIELONE" uses external cookies for the following purposes:

- a) popularization of the Service by means of the social networking site Facebook.com (administrator of external cookies: Facebook Inc based in the USA or Facebook Ireland based in Ireland);
  - b) presentation of the Certificate of Reliable Regulations through the website rzetelnyregulamin.pl (external cookie administrator: Rzetelna Grupa sp. z o.o. based in Warsaw).
5. The mechanism of cookies is safe for the computers of Users of the Website. In particular, by this means it is not possible for viruses or other unwanted software or malware to enter the Users' computers. However, in their browsers, Users have the option to limit or disable access of cookies to their computers. If this option is used, the use of the Website will be possible, except for functions that by their nature require cookies.
  6. Here's how you can change the settings of popular web browsers regarding the use of cookies:
    - a) [Internet Explorer](#) browser;
    - b) [Microsoft EDGE](#) browser;
    - c) [Mozilla Firefox](#) browser;
    - d) [Chrome](#) browser;
    - e) [Safari](#) browser;
    - f) [Opera](#) browser.
  7. POLISH ASSOCIATION "DACHY ZIELONE" may collect IP addresses of Users. An IP address is a number assigned to the computer of a person visiting the Website by an Internet service provider. The IP number allows access to the Internet. In most cases, it is assigned to the computer dynamically, i.e. it changes each time the computer connects to the Internet. IP address is used by POLISH ASSOCIATION "DACHY ZIELONE" in diagnosing technical problems with the server, creating statistical analysis (e.g. determining from which regions we record the highest number of visits), as information useful in administering and improving the Website, as well as for security purposes and possible identification of unwanted automatic programs that overload the server for viewing the contents of the Website.
  8. The Website contains links and references to other websites. POLSKIE ASSOCIATION "DACHY ZIELONE" is not responsible for the privacy policies on these sites.

## **§ 4 Rights of data subjects**

1. **Right to revoke consent** - legal basis: Article 7(3) of the RODO.
  - a) The user has the right to revoke any consent given by POLSKIE ASSOCIATION "DACHY ZIELONE".
  - b) Withdrawal of consent has effect from the moment of withdrawal of consent.
  - c) Withdrawal of consent does not affect the processing carried out by POLISH ASSOCIATION "DACHY ZIELONE" in accordance with the law. Before its revocation.
  - d) Withdrawal of consent does not entail any negative consequences for the User, however, it may prevent further use of services or functionalities that POLISH ASSOCIATION "DACHY ZIELONE" may provide in accordance with the law. only with consent.
2. **The right to object to the processing of data** - legal basis: article 21 RODO.
  - a) The User has the right to object at any time - for reasons related to his/her particular situation - to the processing of his/her personal data, including profiling, if POLSKIE ASSOCIATION "DACHY ZIELONE" processes his/her data on the basis of legally justified interests, e.g. marketing products and services of POLSKIE ASSOCIATION "DACHY ZIELONE", keeping statistics on the use of particular functionalities of the Website and facilitating the use of the Website, as well as satisfaction surveys.
  - b) Opting out in the form of an e-mail from receiving marketing communications regarding products or services will imply the User's objection to the processing of his/her personal data, including profiling for these purposes.
  - c) If the User's objection proves to be legitimate and POLISH ASSOCIATION "DACHY ZIELONE" has no other legal basis for processing personal data, the User's personal data will be deleted, against the processing of which, the User has raised an objection.
3. **Right to erasure of data ("right to be forgotten")** - legal basis: Article 17 of the RODO.
  - a) You have the right to request the deletion of all or some of your personal data.
  - b) You have the right to request deletion of your personal data if:
    - a. personal data are no longer necessary for the purposes for which they were collected or for which they were processed;
    - b. withdrew specific consent, to the extent that personal data was processed based on his or her consent;

- c. has objected to the use of his or her data for marketing purposes;
  - d. Personal data is processed illegally;
  - e. personal data must be deleted in order to comply with a legal obligation under Union or Member State law to which the POLISH ASSOCIATION OF "GREEN ROOFS" is subject;
  - f. personal data was collected in connection with offering information society services.
- c) Despite a request for deletion of personal data, due to the filing of an objection or withdrawal of consent, POLISH ASSOCIATION OF "DACHY ZIELONE" may retain certain personal data to the extent that the processing is necessary to establish, assert or defend claims, as well as to comply with a legal obligation requiring processing under Union or Member State law to which POLISH ASSOCIATION OF "DACHY ZIELONE" is subject. This applies to
- In particular, personal data including: name, surname, e-mail address, which data are retained for the purpose of examining complaints and claims related to the use of services of POLISH ASSOCIATION "DACHY ZIELONE", or additionally residence address / mailing address, order number, which data are retained for the purpose of examining complaints and claims related to the concluded sales contracts or provision of services.

4. **The right to restrict data processing** - legal basis: article 18 RODO.

- a) The user has the right to request restriction of the processing of his/her personal data. Submitting a request, until it is considered, prevents the use of certain functionalities or services, the use of which will involve the processing of data covered by the request. POLSKIE ASSOCIATION "DACHY ZIELONE" will also not send any messages, including marketing messages.
- b) You have the right to request a restriction on the use of your personal data in the following cases:
  - a. when he or she questions the correctness of his or her personal data - then POLISH ASSOCIATION "DACHY ZIELONE" restricts their use for the time necessary to verify the correctness of the data, but no longer than for 7 days;
  - b. When the processing of data is unlawful, and instead of deleting the data, the User requests a restriction on its use;
  - c. When personal data is no longer necessary for the purposes for which it was collected or used but is needed

User in order to establish, assert or defend claims;

- d. when he or she has objected to the use of his or her data, in which case the restriction shall be for the time necessary to consider whether, due to the particular situation, the protection of the User's interests, rights and freedoms outweighs the interests pursued by the Administrator in processing the User's personal data.

**5. Right of access to data** - legal basis: article 15 of RODO.

- a) You have the right to obtain confirmation from the Administrator as to whether it is processing personal data, and if this is the case, you have the right:
  - a. gain access to your personal information;
  - b. obtain information about the purposes of processing, the categories of personal data processed, the recipients or categories of recipients of such data, the planned period of storage of the User's data or the criteria for determining this period (when it is not possible to determine the planned period of processing), the User's rights under the RODO and the right to lodge a complaint with a supervisory authority, the source of such data, automated decision-making, including profiling, and the safeguards applied in connection with the transfer of such data outside the European Union;
  - c. obtain a copy of your personal data.

**6. Right to rectification of data** - legal basis: article 16 of RODO.

- a) The User has the right to request from the Administrator the immediate rectification of personal data concerning him/her that is incorrect. Taking into account the purposes of the processing, the User to whom the data pertains has the right to request the completion of incomplete personal data, including by providing an additional statement, by addressing the request to the e-mail address in accordance with §5 of the Privacy Policy.

**7. The right to data portability** - legal basis: article 20 RODO.

- a) The User has the right to receive his/her personal data that he/she has provided to the Administrator and then send it to another personal data controller of his/her choice. The User also has the right to request that the personal data be sent by the Administrator directly to such an administrator, if technically possible. In such a case, the Administrator will send the User's personal data in the form of a file in csv format, which is a commonly used, machine-readable format that allows sending the received data to another personal data controller.



8. In a situation where the User has asserted an entitlement arising from the above rights, POLSKIE ASSOCIATION "DACHY ZIELONE" shall meet the demand or refuse to meet it immediately, but no later than within one month after receiving it. However, if - due to the complicated nature of the request or the number of requests - POLSKIE ASSOCIATION "DACHY ZIELONE" will not be able to fulfill the request within one month, it will fulfill it within another two months informing the User previously - within one month of receiving the request - about the intended extension of the deadline and the reasons for it.
9. The User may submit complaints, inquiries and requests to the Administrator regarding the processing of his/her personal data and the exercise of his/her rights.
- 10 The user has the right to demand from POLISH ASSOCIATION "DACHY". GREEN" to provide a copy of the standard contractual clauses by directing an inquiry as indicated in §5 of the Privacy Policy.
- 11 The user has the right to file a complaint with the President of the Office Data Protection Officer, regarding the violation of his or her data protection rights or other rights granted under the RODO.

## **§ 5 Changes to the Privacy Policy**

1. The Privacy Policy is subject to change, of which POLISH ASSOCIATION " DACHY ZIELONE" will inform Users 7 days in advance.
2. For questions related to the Privacy Policy, please contact: [biuro@psdz.pl](mailto:biuro@psdz.pl)
3. Date of last modification: 28.12.2020 r.