

PRIVACY POLICY

Greto Sp. z o.o., with its registered office in Gdynia

Greto Polska Sp. z o.o. with its registered office in Gdynia (hereinafter referred to as the Company) hereby presents the principles of data processing of persons using the website www.greto.com.pl, contacting the Company, e.g. via e-mail, Customers and Contractors of the Company.

All personal data are processed pursuant to the Regulation of the European Parliament and that of the Council (EU) 2016/79 of 27.04.2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and cancellation of Directive 95/46 / EC, hereinafter "GDPR/RODO".

§ 1

PERSONAL DATA ADMINISTRATOR

The Administrator of personal data is Greto Polska Sp. z o.o. (KRS [National Court Register] 837789). E-mail: rodo@greto.com.pl, address of the registered office: Kaprów 5, 81-517 Gdynia

§ 2

SCOPE OF THE PERSONAL DATA PROCESSING

We process only the data that we receive directly from you when you use the website or correspondence with us.

§ 3

PURPOSES AND BASIS FOR PROCESSING OF PERSONAL DATA

1. If you send us an electronic message (via e-mail or the contact form on the website www.greto.com.pl), we process the data provided by you only for the purpose of further correspondence and contact with you, including for the purpose of sending our offer and establishing commercial cooperation. Usually, the data includes only your first and last name, e-mail address and telephone number. Such data processing is necessary for the purposes of our legitimate interests, such as: providing information, presenting our offer, communicating with current and potential customers and contractors, all pursuant to Article 6 Section 1 Item f GDPR.
2. The data of potential Customers and Contractors of the Company are processed in order to conclude and perform a specific contract and only to the extent that it is necessary to conclude or perform such a contract, pursuant to Article 6 section 1 item B GDPR.
3. We also process the data of the Company's Customers and Contractors for tax and accounting purposes. The legal basis for such processing is the necessity to comply with legal and tax obligations. Pursuant to Article 6 Section GDPR. We reserve the right to process this data for the purpose of pursuing claims or protecting against claims.

§ 4

RIGHTS IN CONNECTION WITH THE PROCESSING OF PERSONAL DATA

You have the right to:

1. Request from us access to your personal data (i.e. information whether we process your personal data, which data and how).
2. Correction of personal data if your personal data that we process is incorrect.
3. Deletion of personal data, if according to the GDPR they should be deleted.
4. Restrictions on the processing of personal data, if according to the GDPR, data processing should be limited.
5. Object to the processing of personal data that we process due to our legitimate interest.
6. Transferring personal data (i.e. receiving from our personal data in a structured commonly used format) or sending them to another administrator.

§ 5

HOW LONG DO WE PROCESS PERSONAL DATA

1. We process personal data for contact purposes that do not lead to the conclusion of a contract for a period of up to three years from the date of the end of correspondence.
2. Personal data provided in order to conclude and implement the object of the contract for the period resulting from the limitation of claims under the contract.
3. Personal data processed for tax and accounting purposes for a period of six years.
4. If the applicable law (e.g. the Accounting Act or the Tax Ordinance) provides for a longer period of storage of certain personal data, the processing period will be extended in accordance with applicable law.

The above period is counted from the end of the calendar year in which the processing of personal data began.

§ 6

NO OBLIGATION TO PROVIDE PERSONAL DATA

Providing personal data is voluntary, but necessary for us to contact you, establish commercial cooperation, including, in particular, conclude a contract.

§ 7

SHARING OF PERSONAL DATA

We provide the data of the Company's Clients and Contractors, in particular those included in VAT invoices, to the accounting office that serves the Company and to the competent tax authorities. In connection with the performance of contracts, these data may also be provided to: Poczta Polska SA, courier companies, law offices or insurers.

§ 8

PROFILING OF PERSONAL DATA

We do not make any decisions in an automated manner. We do not use profiling of personal data.

§ 9

PROFILING OF PERSONAL DATA

If you believe that the processing of your personal data by us violates the GDPR, you may lodge a complaint with the President of the Personal Data Protection Office.

§ 10 COOKIES

1. The www.greto.com.pl website, like most websites, uses "cookies".
2. They:
 - a) are saved in the memory of the website users' device (computer, telephone, etc.),
 - b) they enable, among others: the use of all website functions,
 - c) do not change device settings,
3. These files can be used for the following purposes:
 - a) To save information about the use of the website,
 - b) Statistics,
 - c) Marketing,
 - d) To allow access to certain website functions.
4. Website users have the option to change browser settings in the field of "cookies". By using the appropriate options of each web browser, you can at any time:
 - a) delete "cookies",
 - b) block the use of "cookies" in the future.
5. If you do not change your browser settings in the field of "cookies", you consent to their use.
6. Information on how to manage „cookies”, including that how to switch off their operation are available on the Help files within each one browser e.g.:
 - a) Google Chrome: <https://support.google.com/chrome/answer/95647?hl=en>
 - b) Mozilla Firefox: <https://support.mozilla.org/en-US/kb/cookies-informationwebsites-store-on-your-computer>
 - c) Safari: <https://support.apple.com/kb/ph21411?locale=plPL>
 - d) Microsoft Edge: <https://docs.microsoft.com/en-us/microsoft-edge/devtoolsguide/debugger/cookies>
 - e) Internet Explorer: <https://support.microsoft.com/en-us/help/17442/windowsinternet-explorer-delete-manage-cookies>
 - f) Windows Phone: <https://support.microsoft.com/pl-pl/help/11696/windows-phone-7>