

PRIVACY POLICY OF CORPORATE DUE DILIGENCE AND INVESTIGATION (CDDI) SPÓŁKA Z OGRANICZONĄ ODPOWIEDZIALNOŚCIĄ

For CDDI, the protection of confidentiality and privacy is the main value, CDDI ensures proper protection and use of information provided to us, including those that contain personal data through this website.

We only collect personal information that has been voluntarily provided by visitors to our website, or have been volunteered to subscribe to the newsletter, to provide information or provide services, as well as information about employment opportunities or, in the case of a separate, explicit order - also marketing information.

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1. Collection and use of personal data

1.1. Personal data processor

Personal data is processed by Corporate Due Diligence and Investigation (CDDI) Spółka z ograniczoną odpowiedzialnością with its registered office in Warsaw, at al. Jerozolimskie 81 p. 15.01, registered in the Register of Entrepreneurs of the National Court Register maintained by the District Court for the Capital City of Warsaw, XII Commercial Department of the National Court Register under KRS number 0000609530, NIP 5223058944, REGON 364076082, share capital of PLN 5000.

Data protection is carried out in accordance with the requirements of generally applicable law, and their storage takes place on secured servers.

1.2. The purposes of personal data processing

By using the website www.cddi.eu, cddi.eu and subpages, personal data is collected and processed for purposes related to the implementation of a particular service:

- newsletter subscription,
- submit a request for an offer,
- ordering marketing information,
- submitting a contact inquiry.

Providing data is always voluntary.

1.3. Legal basis for the processing of personal data

Depending on the purpose of personal data processing, the legal basis is:

- Art. 6 par. 1 b of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46 / EC (GDPR) - in case of conclusion contract or take action before entering into a contract;
- Art. 6 par. 1 a of GRDP - a voluntary consent;
- Art. 6 par. 1 f of GRDP - a legitimate interest;
- Art. 6 par. 1 c of GRPD - fulfilling the legal obligation of the administrator /

1.4. Processing of "sensitive" personal data

Through its website or the mechanism of subscribing to the newsletter subscription or the contact form, the Administrator does not intentionally collect sensitive personal data. If you

have any questions about whether sensitive information is or may be required in a specific case, please contact us at iodo@cddi.eu.

2. Automatic collection of information

CDDI and service providers do use cookies and navigation markers and tools to automatically collect information when users visit the website or via e-mail addresses.

3. Providing and entrusting the processing of personal data

CDDI does not disclose personal data to unrelated parties, except for situations in which it is necessary in connection with the conduct of business or to perform the contract, or in situations required or permitted by law.

CDDI may, in certain cases, disclose information about users to employees or collaborators, or in the form of entrusting their processing, may disclose it to third parties or service providers to process user requests.

4. Access to data and permissions

The user has the following rights:

- **the right to request access to your own personal data** (including obtaining confirmation of whether they are processed and obtaining information, e.g. about the objectives, sources, categories of data being processed or the period of their storage), including the right to receive a copy of your own free of charge,
- **the right to have personal data rectified** (if they are incorrect), which also includes supplementing incomplete personal data,
- **the right to delete personal data** (so-called the right to be forgotten), when, for example, they are not necessary to achieve the purposes for which they were collected, consent for their processing has been revoked, or there are no other legal grounds for their processing,
- **the right to limit the processing of data**, when, for example, the accuracy of personal data is being questioned - for a period allowing us to check the correctness of this data,
- **the right to object to the processing**,
- **the right to transfer data**, including receiving from us in a structured, commonly used machine-readable format, our own personal data,

- **the right to withdraw your consent** to the processing of data (whereby the withdrawal of consent does not affect the legality of the processing, which was made on the basis of the expressed consent before its withdrawal),
- **the right to file a complaint to the President of the Office for Personal Data Protection** , when the user that the processing of personal data violates the provisions of the GDPR.

Contact with the personal data protection inspector takes place via the e-mail address: iodo@cddi.eu.

5. Data security and integrity

CDDI applies appropriate policies and procedures for the protection of personal data against unauthorized loss, misuse, alteration or destruction. Persons who have access to data are obliged to keep them confidential. The period of storage of personal data depends on the specific nature and circumstances (and in particular the purpose) in which the user's personal data has been collected.

6. Questions regarding the Privacy Policy and its implementation

CDDI makes every effort to ensure the protection of user's personal data. At the CDDI, the Data Protection Supervisor was appointed (e-mail: iodo@cddi.eu or correspondence address: Inspector of Personal Data Protection, Corporate Due Diligence and Investigation (CDDI) Sp. z o.o., 02-001 Warsaw, al. Jerozolimskie 81, p. 15.01), who is the contact person in matters related to personal data, to which you can also direct questions or comments on how to administer personal data. You can also submit any comments regarding the Privacy Policy to the address provided.