GDPR INFORMATION NOTICE

In accordance with Articles 13 and 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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, "GDPR"), we provide the following information on the processing of personal data.

Data controller

The controller of personal data collected from you is Granelli Sp. z o.o., registered with the District Court in Bielsko-Biała, 8th Commercial Division of the National Court Register, under KRS number 0000561907, NIP 5472154492 and REGON 361781970.

Categories and purposes of personal data processed

In providing our services, we may process the personal data of our Customers (customers conducting various forms of business activity) and our Suppliers, i.e. entities cooperating with us and providing services such as transport. We may obtain data directly from you or from other sources, such as public registers, and through communication channels including email, telephone calls and the contact form on our websites.

The categories of data we may process include, in particular, business registration details (NIP and REGON numbers, business name and business address), first name, surname and contact details such as email address and telephone number. In the case of Suppliers, we may also process the person's position or function.

Processing is necessary for purposes such as fulfilling an order or taking steps before fulfilling an order. The legal bases are Article 6(1)(b) and (f) GDPR: processing necessary for the performance of a contract to which the data subject is a party or to take steps at their request before entering into a contract, and processing necessary for the legitimate interests pursued by the controller or a third party.

We may also process the data of persons designated as contacts or authorised to represent a Customer or Supplier. Such data may be processed for the conclusion and performance of a contract on the basis of the controller's legitimate interest under Article 6(1)(f) GDPR. For these purposes we may process, in particular, first name, surname, email address, telephone number, position or function and information contained in a power of attorney. These data are provided by the Customer or Supplier.

Under Article 21 GDPR, where processing is based on the controller's legitimate interest, the data subject may object at any time on grounds relating to their particular situation. Where processing is based on Article 6(1)(b) or (f), providing the data is necessary for the purposes described above. Failure to provide the data may prevent us from providing services and fulfilling the controller's obligations. In other cases, where processing is based on voluntary consent, providing data is voluntary.

Disclosure of personal data

We may disclose your personal data for legitimate purposes:

- to cooperating entities where disclosure is necessary for proper order fulfilment, such as transport companies or transport exchange service providers;
- to other entities where required by applicable law;
- to service providers that process data solely on our instructions and are contractually obliged to protect the entrusted data.

Recipients may therefore include our B2B partners, website providers, email hosting providers, IT service providers, companies securely destroying documents and data carriers after they are no longer needed, postal and courier operators, law firms, tax advisers, accounting firms and debt collection companies.

Retention period

We process your personal data during order fulfilment and, after its completion, for the period required by law and by our formal and legal obligations or the controller's legitimate interests, including tax obligations and the establishment, pursuit or defence of claims.

Rights under the GDPR

Every person whose personal data is processed has the right to request:

- access to their data, including information on what data the controller processes, how and for what purpose;
- rectification of inaccurate data or completion of incomplete data;
- erasure of data where one of the conditions in Article 17(1) GDPR applies, subject to the exceptions in Article 17(3);
- restriction of processing; where the request is justified, the controller may continue to store the data in accordance with Article 18(2) GDPR;
- data portability where processing is based on consent or a contract and is carried out by automated means;
- objection to processing; after receiving an objection, the controller will cease processing the relevant data unless it demonstrates compelling legitimate grounds overriding the applicant's interests, rights and freedoms, or grounds for the establishment, pursuit or defence of claims;
- withdrawal of consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.

To exercise these rights, contact office@granelli.pl. The controller will inform the data subject of action taken without undue delay and in any event within one month of receiving the request. If necessary, this period may be extended by a further two months due to the complexity or number of requests. The controller will inform the data subject of any extension and the reasons for it within one month of receiving the request. Where a request was submitted electronically, information will, where possible, also be provided electronically unless another form is requested.

Any person whose personal data is processed may lodge a complaint with the supervisory authority, the President of the Personal Data Protection Office (Prezes Urzędu Ochrony Danych Osobowych), if they believe the processing infringes the law.

Automated decision-making and profiling

Personal data will not be processed in a way that results in automated decision-making, including profiling. We do not use systems that collect information about you and independently make automatic decisions that could produce legal effects or similarly significantly affect you.

Transfers to third countries

Personal data will not be transferred to third countries or international organisations.