

PRIVACY POLICY

valid from 13.10.2020

Dear User and Customer,

I4S Sp. z o.o. as the owner of the geomap.link website, it makes every effort to ensure the security and confidentiality of your personal data. We care about your privacy both when you visit our website, register an account on our website and use our services, as well as when you contact us by phone or e-mail, subscribe to the newsletter or visit our channels on social media. We operate in accordance with the letter of the law, including 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 / WE (hereinafter referred to as "GDPR").

In this document, we want to present you with the most important information about the processing of personal data. For simplicity, we have compiled them in the form of questions and answers. All this so that you can find out for what purpose, on what basis and for how long we process your data, who has access to it, and what your rights are.

Who is the Administrator of your personal data?

The administrator of personal data is I4S Sp. z o.o. with headquarters at ul. Frezerów 3, 20-209 Lublin NIP: 9462700713, REGON: 38715415700000, KRS: 0000862624

If you have any questions or concerns, you can contact us electronically at the following e-mail address: info@geomap.link

For what purpose do we process personal data?

We process your personal data for the following purposes:

- in order to maintain the customer's account - personal data that you provide to us at registration are necessary for you to order our services;
- in order to provide services - personal data that you provide to us is necessary to complete the order, settle the contract and possibly pursue our claims,
- in order to answer your questions by phone or by e-mail, including via the form on our website and individual communication channels in social media (Facebook, Instagram, LinkedIn);
- in order to send you a newsletter - based on your consent to receive it, for marketing and statistical purposes - information about visits to our website and in social media are related to the promotion and development of geomap.link as well as work on improving products and the quality of our services;

On what legal basis do we process personal data?

The legal basis for the processing of personal data by us are, respectively:

- contract or taking action before concluding a contract at the request of the data subject (Article 6 par. 1 lit. b GDPR),
- relevant legal provisions, if processing is necessary to fulfill our legal obligations (6 (1) (c) of the GDPR), e.g. regulations specifying the scope of data that must be indicated on the invoice,
- our so-called legitimate interest in conducting marketing activities, compiling statistics on the use of individual website functionalities and maintaining business relations with you (6 (1) (f) of the GDPR),
- your consent expressed in an unambiguous and voluntary manner (Article 6 (1) (a) of the GDPR) - in the event that we ask for such consent and it is granted to us, e.g. if you want to receive the newsletter;

- establishing, investigating or enforcing claims, which is our legitimate interest in instituting proceedings and defending against claims in proceedings before courts and other state authorities (Article 6 (1) (f) of the GDPR).

How long do we process personal data?

We process personal data as long as it is necessary to achieve the above-mentioned purposes, unless that you submit a valid and correct request to delete your personal data. In addition, the processing period may depend on the content of the applicable legal regulations, e.g. in the case of storing financial documents or deadlines for pursuing claims.

Do we share data with other entities?

In some situations, it may be necessary to provide further personal data for us to be able to perform our contractual obligations correctly and professionally and run a business. However, each time, before disclosing personal data, we require the recipient to guarantee appropriate protection and confidentiality.

We may transfer your personal data to:

- entities participating in the performance of our contracts, e.g. accounting offices, IT service providers,
- employees and associates authorized by us, for whom access to your data is necessary for the proper performance of official duties,
- authorized state authority under applicable law.

Do we transfer personal data to third countries?

As a rule, we do not transfer personal data to countries outside the European Union. but if

in connection with the sale of our products and the provision of services, it will be necessary, we will assess the circumstances and ensure an appropriate level of data security, so that the processing takes place in accordance with applicable legal regulations.

At the same time, we would like to inform you that when running our website, we use services and technologies offered by entities such as: Facebook, Microsoft, Google, which are based in the United States. entities located in third countries for which the provision of an adequate level of protection or a reference to appropriate safeguards must be demonstrated. Therefore, we assure you that the above entities joined the Privacy Shield program on the basis of the implementing decision of the European Commission of July 12, 2016, and we guarantee that they will comply with the high standards of personal data protection that are in force in the European Union. Therefore, the use of their services and offered technologies in the processing of personal data is legal.

Do we make decisions in an automated manner when processing personal data?

We do not make automated decisions, in particular those that could have legal effects on natural persons or could have a similarly significant impact on them.

Do we use the so-called cookies?

On our website, we use the so-called Cookies ("cookies"), i.e. short text information saved on a computer, phone, tablet or other user's device, which can be read by our system, as well as by systems belonging to other entities whose services we use (e.g. Facebook, Google). Thanks to cookies, we collect anonymous data about visits to our website pages, which we can then use to improve the functions available on the website, identify errors or our marketing activities.

Internet browsers usually by default allow the use of cookies on the end device. Users can, however, block and limit the installation of cookies at their own discretion using the settings of their browser or using one of the many available (free) solutions. Please be advised that disabling or limiting the use of cookies may cause difficulties in using the website, e.g. it may cause a longer page loading period or limitations in using the functionality or liking the page on Facebook.

How do we protect your data?

In order to ensure a high and consistent level of protection, we use IT environment security adequate for processing, as well as technical and organizational measures, including, among others:

- a) the use of technology offered by Microsoft Azure, which ensures the security of the person's data authentication procedure,
- b) encryption with the TLS protocol,
- c) creating backup copies,
- d) equipping data centers with data protection mechanisms,
- e) conducting regular safety level tests,
- f) monitoring the security of personal data,
- g) minimizing the risk of potential abuses and quickly reacting in the event of their occurrence,
- h) implementation of data protection policy,
- i) ensuring the ongoing confidentiality, integrity, availability and resilience of processing systems and services,
- j) enabling access to personal data only by authorized persons,
- k) creating and regularly changing access passwords to systems in which personal data are processed.

What are the rights of the persons whose data we process?

Persons whose data we process have the right to:

- access to your personal data;
- rectification of personal data;
- deletion of personal data;
- restrictions on the processing of personal data;
- objecting to the processing of personal data;
- transfer of personal data;
- withdrawal of consent to data processing.

However, the above-mentioned rights are not absolute and in some situations, after analysis, we may legally refuse to comply.

We also inform you that the withdrawal of consent to the processing of data will not affect the legality of data processing that took place on the basis of the consent granted before its withdrawal.

If you apply to us to exercise any of the above rights, we will respond to it immediately, but no later than within one month from the date of receipt. If, due to the complicated nature of the request or the number of requests, we will not be able to meet your request within a month, we will do so within the next two months. However, we will inform you in advance about the intended extension of the deadline.

How can you challenge irregularities in the processing of personal data?

If you believe that your personal data is processed by us contrary to the applicable law, you can lodge a complaint with the President of the Personal Data Protection Office.

Can we change our Privacy Policy?

Yes. Personal data protection is a process that we adapt to the current needs and changing technology. Therefore, our Privacy Policy may be supplemented or changed, about which we will inform you by posting information on our website, and in the event of significant changes, we will send separate notifications to registered service users by e-mail.