

INFORMATION ON THE PROCESSING OF PERSONAL DATA

Respecting data protection regulations, pursuant to Article 13 of the Regulation (EU) No. 2016/679 of the European Parliament and 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 repealing Directive 95/46/WE (General Data Protection Regulation) we notify that:

- 1. All personal data is processed for purposes related to the servicing of clients and individuals interested in establishing and maintaining contact with us, particularly:**
 - a) for recruitment processes, in compliance with applicable legal requirements (based on labour law provisions, pursuant to Article 6(1)(c) of the GDPR);**
 - b) in connection with the performance of agreements or actions undertaken to conclude them (pursuant to Article 6(1)(b) of the GDPR) – servicing all agreements, orders, and operations carried out by clients and cooperating entities;**
 - c) to fulfil legal obligations related to commercial transactions (e.g., invoicing, document archiving) – based on Article 6(1)(c) of the GDPR;**
 - d) for marketing purposes, including the marketing of our own services – depending on the type of activity, the legal basis will be Article 6(1)(a) of the GDPR (consent for data processing) or Article 6(1)(f) of the GDPR (legitimate interest of the Company);**
 - e) for other purposes, based on a relevant legal basis (Article 6(1) of the GDPR).**
2. The recipients of the data may include entities providing IT or other services to the Data Controller, but solely in connection with the activities of the Data Controller, for purposes related to the performance of concluded agreements or orders and the proper execution of services, based on explicit instructions from the Data Controller and in compliance with legal regulations.
3. We inform you of the right to access, correct, and supplement the provided data, transfer data, request restrictions on processing, and request the deletion of data (if the Data Controller is not obliged to retain it).
4. If consent for data processing has been granted, it can be withdrawn at any time by contacting us in writing, which will not affect the legality of the processing conducted before the withdrawal of consent.
5. We inform you of the right to object to the processing of personal data and to lodge a complaint with the supervisory authority, which in this case is the President of the Personal Data Protection Office.

The Data Controller is:

LUMA SERVICES Sp. z o. o.

with its registered office: ul. Cieszyńska 23, 43-170 Łaziska Górne

Contact details of the Data Protection Officer: iod@lumaservices.eu