

**INFORMATION ON THE PROCESSING OF PERSONAL DATA
REFERRED TO PEOPLE ASK FOR EMPLOYMENT BY "POWER." SP. Z O.O.**

Administrator data

The administrator of Candidates' personal data is:

"Power." Sp. z o.o.

ul. Chemiczna 14

41-100 Siemianowice Śląskie

phone: (0048) 32 7240531

www.powerfullstop.com

In all matters related to the protection of personal data in "Power." Sp. z o.o. the person responsible is Mr. **Rajmund Karkosz**.

The purposes of processing personal data and the legal basis for processing

The personal data of candidates are processed in order to:

- implementation of the law,

- conducting the recruitment process and establishing a work relationship or a civil-legal relationship.

The legal basis for the processing of personal data is art. 6 par. 1 lit. b) of the General Data Protection Regulation 2016/679 (GDPR) or the consent of the data subject (Article 6 (1) (a) of the General Data Protection Regulation 2016/679 (Personal Data Protection Regulation). based on consent (Article 6 (1) (a) of the GDPR).

Providing personal data is voluntary but necessary to participate in the recruitment process, and in the case of consent, also for further recruitment processes.

Information about recipients of personal data

Personal data of candidates may be provided to entities authorized under the law and to technical and organizational service providers, in particular ICT services, as well as courier and postal services.

Personal data of employees and persons employed under civil law contracts and personal data of their family members in the scope of HR and payroll services are transferred to **B & B Kadry i Płace Sp. z o.o.** based in Tychy, ul. Towarowa 1 registered in the Register of Enterprises of the National Court Register under number 0000119911, NIP: 634-10-02-204, REGON: 272220446. They include: NIP, PESEL, REGON, first name, last name, identity card number, date and place of birth, names of parents, address, contact details, education data, information about people being registered for social and health insurance, medical certificates and certificates, employment history, diplomas and qualifications, job positions, salary information, awards, bonuses, remuneration, deductions for insurance purposes, bank account number, working time, including holiday cards, ZLA forms, identification data of persons submitted for social and health insurance data on the NHF Branch and other data required in the ZUS ZUS form filing - application, ZUS IUA - change of data, ZUS ZWUA - deregistration, ZUS ZCNA - family member notification, ZAS - application for setting the benefit period, OL-2 - application for control of the medical certificate.

Personal data of current and former employees and persons providing services on the basis of civil-law contracts, may be transferred to the Legal Adviser's Office of Tomasz Michalski with its registered office in Tychy 43-100 at ul. Jordana 73. They include: NIP, PESEL, REGON, first name, surname, personal ID number, date and place of birth, names of parents, address, contact details, education data, information about people submitted for social and health insurance, certificates and medical

certificates, employment history, diplomas and permits, job positions, salary information, prizes awarded, bonuses, remuneration, deductions for insurance purposes, bank account number, working time, including holiday permission cards.

The period during which personal data will be stored

Personal data of candidates are kept until the consent is withdrawn or the recruitment process is completed in the case of persons who have consented to the processing of their personal data for the needs of a given recruitment process. Personal data of candidates will be able to be processed during the period of limitation of claims related to the processing of personal data for the purposes set out in the above-mentioned declaration of consent.

Providing some personal data by a candidate applying for employment on the basis of an employment relationship is a statutory requirement and results from art. 22 (1) § 1 of the Labor Code, and their failure to do so may result in the Administrator not being able to qualify the candidate for the recruitment process.

Providing some personal data in order to conduct the recruitment process such as, for example, first and last name, address of residence, is a contractual requirement and is a prerequisite to conduct the recruitment process, and failure to do so may cause that the Administrator will not be able to qualify the person for the recruitment process.

Providing some personal data by a person employed on the basis of an employment relationship is a statutory requirement and results from art. 22 (1) § 1 and 2 of the Labor Code, and their failure to do so may result in the fact that the Administrator will not be able to effectively conclude an employment contract with an employee.

Rights of candidates for the processing of personal data

Candidates have the right to request access to their personal data and, if necessary, to rectify, delete or limit their processing or object to their processing and the right to transfer data and the right to submit a statement of withdrawal of any consent given at any time . Withdrawal of consent does not affect the legality of the processing, which was made on the basis of consent before its withdrawal.

Information on the right to lodge a complaint to the supervisory body

Candidates have the right to lodge a complaint with the supervisory authority:

Office for the Protection of Personal Data

ul. Stawki 2

00-193 Warsaw

Tel. 22 531 03 00

fax. 22 531 03 01

kancelaria@giodo.gov.pl

www.giodo.gov.pl

Office opening hours: 8.00 - 16.00

Automated decision making

Personal data of candidates are not subject to automated decision making, including profiling.