

PRIVACY AND COOKIES POLICY OF KINGIT.PL WEBSITE

GENERAL PROVISIONS

This website privacy policy, made available at the Internet address <https://www.kingit.pl> (below: "Site" or "Website") is informative in nature, and therefore is not a source of any obligations for Site users. The Privacy Policy includes in particular the rules governing the processing of personal data by the administrator of the Site, including grounds, purposes and extent of personal data processing, and rights of data subjects as well as information on the use of cookie files and analytical tools.

The controller of personal data collected by the Site is KINGIT SPÓŁKA Z OGRANICZONĄ ODPOWIEDZIALNOŚCIĄ limited liability company, registered office in Poland, Poznań, entered in the Entrepreneurs Register of the National Court Register under No KRS: 0000674910; registration court where the filings of the company are kept: District Court for Poznań-Nowe Miasto and Wilda in Poznań, Business Division VIII of the National Court Register, share capital of: PLN 50,000.00, registered office and correspondence address: ul. Henryka Sienkiewicza 22, 60-818 Poznań, NIP (Tax ID): PL7811943288, REGON (business classification ID): 366720512, electronic mail address: kontakt@kingit.pl, contact phone number: +48 666 310 306 (charges as per the operator's rates) (below: "Kingit", "Owner" or "Controller")

Personal data are processed on the Site by the Controller according to the applicable laws, in particular Regulation (EU) 2016/679 of the European Parliament and of the Council (EU) 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) - below "GDPR" or "GDPR Regulation". Official text of the GDPR Regulation: <http://eur-lex.europa.eu/legal-content/PL/TXT/?uri=CELEX%3A32016R0679>

Use of the Site is voluntary. Use of the Site does not require the provision of personal data by users, except where they wish to use the contact or recruitment form available on the Site, or add a comment under a blog post, in which case it is required to specify data (contractual requirement) to the extent specified in the terms of use for the Site, and the failure to specify such data prevents sending of a query over the contact or recruitment form or adding a comment.

The Controller exercises particular care to protect the interests of data subjects for the data it processes, and in particular is responsible for and ensures that the data it collects are: (1) processed lawfully, (2) collected for specified and legitimate purposes and not further processed in a manner that is incompatible with those purposes; (3) substantively correct and adequate for the purposes for which they are processed; (4) kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed, and (5) processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

Considering the nature, extent, context and purposes of the processing and the risk of infringement on the rights and freedoms of individuals having a varying probability and threat weighting, the Controller implements the appropriate technical and organisations measures for the processing to proceed in accordance with this regulation and so that the Controller is capable of demonstrating it. The measures are reviewed and updated as necessary. The Controller applies technical measures that prevent the acquisition and modification of personal data sent electronically by unauthorised persons.

CONTACT DETAILS

Controller's contact details:
KINGIT SPÓŁKA Z OGRANICZONĄ ODPOWIEDZIALNOŚCIĄ
ul. Henryka Sienkiewicza 22, 60-818 Poznań
e-mail: kontakt@kingit.pl
phone: +48 666 310 306

GROUND FOR DATA PROCESSING

The Controller is authorised to process personal data if and to the extent that at least one of the conditions below is complied with: (1) the data subject has given consent to the processing of his or her personal data for one or more specific purposes; (2) processing is necessary for the performance of a contract to which the data subject is party,

or in order to take steps at the request of the data subject prior to entering into a contract; (3) processing is necessary for compliance with a legal obligation to which the controller is subject; or (4) processing is necessary for the purposes of the legitimate interests pursued by the Controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.

Personal data processing by the Controller each time requires the occurrence of at least one of the grounds indicated below. Specific grounds for the Controller's processing of personal data of Site users are indicated in the next section of this privacy policy with reference to a given purpose of the Controller's processing.

PURPOSE, GROUNDS, PERIOD AND EXTENT OF DATA PROCESSING ON THE SITE

Each time the purpose, grounds, period and extent as well as recipients of personal data processed by the Controller result from actions taken by a given user on the Site. The Controller may process personal data on the Site for the following purposes, on the following grounds, in the following periods and to the following extent:

Data processing purpose	Legal grounds and storage period	Scope of processing
<p>Responding to a contact query sent over the contact form;</p>	<p>Depending on the purpose of the contact:</p> <ol style="list-style-type: none"> 1) Article 6(1)(b) GDPR (performance of a contract or taking steps at the request of the data subject prior to entering into a contract) or 2) Article 6(1)(f) GDPR (legitimate interest of the Controller) <p>The data are stored, depending on legal grounds, respectively:</p> <ol style="list-style-type: none"> 1) for a period necessary to take steps at the request of the data subject prior to entering into a contract, and if the contract is already entered into, for a period necessary for its performance, termination or expiry otherwise, or 2) for the duration of legitimate interests pursued by the Administrator, but not longer than for the limitation period for claims of the data subject regarding the Controller' economic activities. The limitation period is specified in the applicable laws, in particular the Civil Code (the basic limitation period for claims related to economic activities is three years). 	<p>Maximum extent: first and last name, e-mail address.</p>
<p>Responding to a recruitment query sent over the recruitment form and participation in the recruitment process</p>	<p>Depending on the purpose of the contact and further consultations between the parties:</p> <ol style="list-style-type: none"> 1) Article 6(1)(a) GDPR (consent) or 2) Article 6(1)(b) GDPR (performance of a contract or taking steps at the request of the data subject prior to entering into a contract) <p>If the data are processed for the purpose of participation in future recruitment processes carried out through Kingit, the corresponding grounds are specified in Article 6(1)(a) GDPR (consent).</p> <p>The data are stored, depending on legal grounds, respectively:</p> <ol style="list-style-type: none"> 1) until the consent for further processing of the data is revoked by the data subject, or 2) for a period necessary to take steps at the request of the data subject prior to entering into a contract, and if the contract is already entered into, for a period necessary for its performance, termination or expiry otherwise 	<p>Maximum extent: first and last name, e-mail address and data included in the provided CV (including the image).</p>

Direct Marketing	<p>Article 6(1)(f) GDPR</p> <p>The data are stored for a period of existence of the legitimate interest pursued by the Controller (e.g. a period necessary to perform a concluded contract), or until an effective objection is raised.</p>	Maximum extent: first and last name, e-mail address
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DATA RECIPIENTS ON THE WEBSITE

Personal data are or may be provided to the following recipients or recipient categories: providers of services to the Controller that provide technical, IT and organisational solutions that enable the Controller to carry out business operations, including the Parties (in particular suppliers or computer software to operate the Site, providers of electronic mail and hosting services and providers of business management and technical support software for the Controller) - the Controller provides the collected personal data to the selected providers acting on its instructions only if and to the extent that is necessary to fulfil the data processing purpose compliant with this privacy policy.

Personal data of persons who contact us for the purpose of a recruitment process may be provided to employees or associates of Kingit, as well as to entities (employers) cooperating within the ordering of services such as conduct of the recruitment process and according to the concluded contracts, as well as to entities authorised under the law.

Personal data may be provided by the Controller to a third country, however the Controller ensures that in that case the third country ensures the appropriate level of protection, compliant with GDPR, and the data subject may obtain a copy of his/her data. The Controller provides the collected personal data only if and to extent required to fulfil a given processing purpose compliant with this privacy policy.

RIGHTS OF DATA SUBJECTS

- Right of access, correction, restriction, erasure or transfer** - the data subject is entitled to demand from the Controller access to his/her data, their correction, erasure ("right to be forgotten") or restriction of their processing and has the right to object to the processing as well as to transfer his/her data. Detailed terms of exercise of those rights are specified in Articles 15-21 GDPR.
- The right to withdraw consent at any time** - the person whose data are processed by the Controller on the basis of a consent (under Article 6(1)(a) or 9(2)(a) GDPR is entitled to withdraw his/her consent at any time without affecting the lawfulness of the processing performed on the basis of that consent prior to its withdrawal.
- Right to lodge a complaint with the supervisory authority** - the person whose data are processed by the Controller is entitled to lodge a complaint with the supervisory authority using the method and procedure specified in GDPR and Polish laws, in particular the Act on the processing of personal data. The supervisory authority in Poland is the President of the Personal Data Protection Office.
- Right to object** - the data subject has the right to object, on grounds relating to his or her particular situation, at any time to processing of personal data concerning him or her which is based on point (e) (public interest or task) or (f) (legitimate interest of the Controller) of Article 6(1), including profiling based on those provisions. In that case, the controller may no longer process the personal data unless the controller demonstrates compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject or for the establishment, exercise or defence of legal claims.
- Right to object to direct marketing** - if personal data are processed for the purpose of direct marketing, the data subject has the right to object at any time to processing of personal data concerning him or her for such marketing, which includes profiling to the extent that it is related to such direct marketing.

In order to exercise the rights referred to in this section of the privacy policy, users may contact the Controller by sending the relevant message in writing or by electronic mail to the Controller's address indicated in the introductory section of this privacy policy, or by using the contact form available on the Site.

WEBSITE COOKIES, OPERATING DATA AND ANALYTICS

Cookie files are small textual information blocks in the form of text files, sent by the server and recorded at the end of the Site visitor (e.g. on the hard drive of a desktop computer or notebook, or on the smartphone's memory card, depending on what device is used to visit our Site). Details about the Cookies and their history can be found for example here: https://en.wikipedia.org/wiki/HTTP_cookie.

The Controller may process personal data contained in the cookie files during visitors' use of the Site for the following purposes: (1) operation of primary functions of the Site, such as session maintenance, storage of dynamic data, e.g. statistics, summaries; (2) adaptation of the Website contents to the Service recipient's individual preferences (e.g. language); and (3) creation of statistics that help understand how visitors use the Site, which facilitates the improvement of the structure and content, and (4) remarketing, that is the examination of behaviour of Site visitors by anonymised analysis of their activities (e.g. repetitive visits on specific pages, keywords, etc.) in order to create their profiles and supply them with advertisements that match their expected interests, also when they visit other websites in the Google Inc. and Facebook

Ireland Ltd' advertising network.

Two primary cookie types are used by the Site: session cookies and persistent cookies. Session cookies are temporary files, stored on the user's end devices until logout, leaving the web page, or switching off the software (web browser). Persistent cookies are stored on the user's end device for a specific time set in the cookie files parameters, or until they are removed by the user.

As a standard, most web browsers available on the market accept the recording of cookie files. Each user may specify the terms of using cookie files through the settings of his/her own web browser. This means that the option of cookie file recording may be partially restricted (e.g. in terms of time), or the option of recording cookie files may be entirely switched off; in the latter case it may affect certain Site functionalities (e.g. it may not be possible to save the Site language selection).

Web browser settings with respect to cookie files are important from the standpoint of the consent to the use of the cookie files by the Site and its administrator, the laws permit for such consent to be granted through web browser settings. If no consent is granted, web browser settings for cookie files should be changed as appropriate. Details about changing cookie file settings and their removal in the most popular web browsers are available in the web browser help section and on the following pages (click the link):

Chrome browser Firefox browser

Internet Explorer browser Opera browser

Safari browser

Microsoft Edge browser

The Controller may use in the Website services of Google Analytics, Universal Analytics provided by Google Inc. (1600 Amphitheatre Parkway, Mountain View, CA 94043, USA). The services help the Controller analyse Website traffic. The collected data are processed in the above services in an anonymised manner (these are the so-called operating data that prevent identification of a person) to generate statistics helpful in the Website administration. The data are collective and anonymous, i.e. do not identify personal data of persons visiting the Website. In using the above services in the Website, the Controller also collects such data as source and acquisition channel for visitors of the Website and their behaviour in the Website, as well as information on devices and browsers used to visit the Site, IP and domain, geographical data and demographics (age, gender), as well as interests. It is possible to easily block Google Analytics' provision of information about activities on the Website by installation of a browser add-on made available by Google Inc.

here: <https://tools.google.com/dlpage/gaoptout?hl=en>.

The Controller may use in the Site the Facebook Pixel service, provided by Facebook Ireland Limited (4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland). The service helps the Controller measure effectiveness of advertising and find out what actions are made by Site visitors, as well as display tailored advertisement. Detailed information about the Facebook Pixel operation can be found under the following web address: https://www.facebook.com/business/help/742478679120153?helpref=page_content Facebook Pixel can be managed through advertising settings of Facebook.com accounts:

https://www.facebook.com/ads/preferences/?entry_product=ad_settings_screen.

MISCELLANEOUS PROVISIONS

The Site may contain referrals to other websites. After entering such websites, the Controller recommends reading their privacy policies. This privacy policy applies only to the Site of the Controller.