

Information notice pursuant to Regulation (EU) 2016/679 (General Data Protection Regulation)

Pursuant to art. 13 of Regulation (EU) 2016/679 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 (General Regulation for the Protection of Data, hereinafter the "Regulation" or "GDPR"), we inform you that your personal data are processed by BFF Polska S.A. for the following purposes:

- a) establishing cooperation, credit verification, contract conclusion and any other appropriate operation relating to the achievement of these purposes, in accordance with art. 6 section 1 letter (b) of the Regulation,
- b) compliance with a legal obligation to which the Controller is subject, in accordance with art. 6 section 1 letter (c) of the Regulation,
- c) for the purposes of the legitimate interests pursued by the Controller or by a third party, for which the Administrator recognizes in particular: investigation and defense against claims, defense against corporate criminal liability violations, fraud prevention, data transfer within group of enterprises,
- d) as well as - in the case of your consent - for promotional and commercial purposes pursuant to art. 6 section 1 letter (a) of the Regulation (such as sending newsletters with information about the services offered and invitations to events and conferences organised by the Company).

Depending on the channel used by you to maintain relations with BFF Polska S.A., the methods of treatment may also be by telephone, e-mail or postal. The processing is carried out by personnel appointed in writing. Personal data and information processed for the performance of the contract may be disclosed to third parties - in particular to service providers for the collection and administration of debts, to banks for the execution of payments, and to administrative authorities for the fulfilment of supervisory and regulatory requirements, for the same purposes for which they were collected. The aforesaid data can be collected both from the interested party and from third parties. The provision of the requested data, whether acquired on the basis of a legal obligation or as strictly functional to the execution of the contractual relationship, is necessary and any refusal to provide it involves the impossibility of carrying out the activities required for the conclusion and execution of the contract. The providing of personal data for promotional and commercial purposes is voluntary and does not entail any consequences in case of refusal.

Personal Data will be stored in a complete manner for the entire period of the execution of the contract; subsequently, Personal Data will be stored for a period of six years in order to comply with legal obligations. Any further storage of Personal Data or part of Personal Data may be

arranged to enforce or defend their rights in any possible matters and, in particular, in legal proceedings.

Among these, we remind You of the rights of:

1. Access to the following information:

- purposes of the processing,
- categories of Personal Data concerned,
- recipients or categories of recipient to whom the Personal Data have been or will be disclosed, in particular recipients in third countries or international organizations,
- existence of the right to ask the controller to rectify or erase Personal Data or restrict the processing of Personal Data concerning him or her or object to such processing,

2. Rectification, by this meaning:

- rectification of inaccurate Personal Data concerning you without justified delay,
- supplement of incomplete Personal Data, including by means of providing a supplementary statement;

3. Erasure of Personal Data concerning you without undue delay, if:

- Personal Data are no longer necessary in relation to the purposes for which they were collected or otherwise processed,
- You withdraw consent and there is no other legal ground for the processing,
- You object to the processing and there are no overriding legitimate grounds for the processing,
- the Personal Data have been unlawfully processed,
- the Personal Data have to be erased for compliance with a legal obligation,
- the Personal Data have been collected in relation to the offer of information society services;

4. Restriction of processing:

- if the accuracy of the Personal Data is contested, for a period enabling the controller to verify the accuracy of such Personal Data,
- when the processing is unlawful and you oppose the erasure of the Personal Data and requests the restriction of their use instead,
- when the Personal Data are required by you for the establishment, exercise or defense of legal claims, although the controller no longer needs them for the purposes of the processing,
- if you object to the processing, until such time as it is determined whether the legitimate grounds on the part of the controller override the grounds of your objection;

5. Receive notification in case of rectification or erasure of Personal Data or restriction of processing;

6. Data portability, i.e. the right to receive the Personal Data concerning you, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller, where:

– the processing is based on your express consent due to art. 6 section 1 letter a of GDPR for one or more specific purposes or takes place due to a contract due to art. 6 section 1 letter b of GDPR and

– the processing is carried out by automated means;

7. Objection at any time, on grounds relating to your particular situation, to processing of Personal Data;

8. Withdrawal of consent - you have the right to withdraw your consent at any time without affecting the lawfulness of the processing performed on the basis of your consent prior to its withdrawal;

9. You have the right to submit a complaint to a supervisory authority if you believe that the rights listed herein have not been recognized to you.

To exercise the aforementioned rights, please contact the Controller by sending a registered letter to the address indicated or an email to the address dpo@bffgroup.com.

The Controller pursuant to the law is BFF Polska S.A., ul. Jana Kilińskiego 66, 90-118 Łódź.

The Representative of the Controller, in charge of representing the Company, pursuant to Regulation is the Chief Executive Officer of the Company. The Privacy Coordinators are the Head of HR Department, Head of ICT Department and Head of Legal Department, domiciled for the performance of their duties at the Company's head office.

The Company has also appointed a Data Protection Officer, i.e. Giancarlo Enrico Besia, Via Largo Boccioni 1, 21040 Origgio (VA). You can reach it at the following e-mail address: dpo@bffgroup.com.