

Dear Sir or Madame,

The protection of personal data is a priority for us and a foundation of the trust you place in us as our Clients and Partners. This Privacy Policy presents in a transparent and comprehensive manner the principles of personal data processing in connection with the use of our website www.evocert.pl.

As a certification body operating in the field of high standards of quality and security, we apply an equally rigorous approach to protecting your privacy. This policy has been developed in full compliance with Regulation (EU) 2016/679 of 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 (GDPR), as well as Polish telecommunications law.

We encourage you to carefully read this document, which explains how and for what purposes we process your personal data, what rights you have, and how you can use them.

GLOSSARY OF TERMS

Administrator – Evocert Sp. z o.o., with its registered office at ul. dr Franciszka Witaszka 6, 64-920 Piła, NIP: 7812080292, the entity that determines the purposes and means of personal data processing.

Website – the online service available at www.evocert.pl, operated by the Administrator.

User – a natural person visiting the Website, using its functionalities, or providing their personal data via available forms.

Cookies – small text files saved on the User's device during the use of the Website, enabling the storage of session information or user preferences.

GDPR – Regulation (EU) 2016/679 of 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.

1. PERSONAL DATA ADMINISTRATOR

The administrator of your personal data is Evocert Sp. z o.o., with its registered office at ul. dr Franciszka Witaszka 6, 64-920 Piła, NIP: 7812080292.

Any questions regarding the processing of personal data can be directed to the email address: kontakt@evocert.pl or sent by post to the company's registered office address.

2. PURPOSES AND LEGAL BASES FOR PERSONAL DATA PROCESSING

2.1 Handling inquiries via the contact form

Purpose of processing: To respond to questions and inquiries submitted by Users via the contact form available on the Website.

Legal basis: Article 6(1)(f) of the GDPR – the legitimate interest of the Administrator in communicating with potential clients and providing information about the services offered.

Storage period: The data will be stored for a period of 6 years from the date of the last correspondence or until an effective objection to the processing is submitted, whichever comes first. An objection may shorten the storage period.

2.2 Ongoing Communication with the Administrator

Purpose of processing: To conduct correspondence and communicate with Users who contact the Administrator via email, telephone, or other available communication channels.

Legal basis: Article 6(1)(f) of the GDPR – the legitimate interest of the Administrator in maintaining communication with clients, contractors, employees, and collaborators.

Storage period: The data will be stored for a period of 6 years from the end of the correspondence or until an effective objection to the processing is submitted, whichever comes first. An objection may shorten the storage period.

3. SCOPE OF PERSONAL DATA PROCESSED

When using the Website, we process only the personal data necessary to achieve the purposes indicated above. The scope of the data depends on the method of contact and includes data voluntarily provided by Users as well as data automatically collected during the use of the Website.

Providing personal data is voluntary in all cases; however, it is necessary for the fulfillment of the specified purposes of processing.

4. RECIPIENTS OF PERSONAL DATA

Personal data may be shared with the following categories of recipients:

Entities processing data on behalf of the Administrator:

- hosting and IT service providers
- providers of IT systems supporting the Administrator's operations
- entities providing legal and consulting services

Entities authorized under legal regulations:

- state authorities and public institutions to the extent arising from applicable laws

All entities processing data on behalf of the Administrator operate on the basis of data processing agreements and are obligated to ensure an appropriate level of data protection.

5. TRANSFER OF DATA OUTSIDE THE EUROPEAN ECONOMIC AREA

Due to the international nature of the tools used to operate and manage the Website, personal data may be transferred outside the European Economic Area (EEA). In such cases, the transfer of data is always carried out using appropriate safeguards as defined in Chapter V of the GDPR, in particular the standard contractual clauses adopted by the European Commission or a decision of the European Commission confirming an adequate level of protection in the third country.

6. USER RIGHTS

In connection with the processing of personal data, you have the following rights:

Right of access (Art. 15 GDPR) – the right to obtain information about the data being processed and to receive a copy of that data.

Right to rectification (Art. 16 GDPR) – the right to request the correction of inaccurate data or the completion of incomplete data.

Right to erasure (Art. 17 GDPR) – the right to request the deletion of data in cases provided for under the GDPR.

Right to restriction of processing (Art. 18 GDPR) – the right to request the restriction of data processing in certain situations.

Right to data portability (Art. 20 GDPR) – the right to receive your data in a structured, commonly used, machine-readable format.

Right to object (Art. 21 GDPR) – the right to object to data processing based on the Administrator's legitimate interest.

To use any of the above rights, please contact the Administrator at the email address kontakt@evocert.pl, clearly indicating which right you wish to use.

Additionally, you have the right to lodge a complaint with the President of the Personal Data Protection Office if you believe that the processing of your personal data violates GDPR provisions.

7. COOKIES POLICY**7.1 General Information about Cookies**

The Website uses cookies, which are small text files saved on the User's device while browsing the Website. These files allow for storing information about the User's session and preferences.

7.2 Types of Cookies Used

Essential cookies These are cookies necessary for the proper functioning of the Website. Without these files, the Website cannot operate correctly. Consent is not required for these cookies.

Functional cookies The Website uses one functional cookie:

Name: wpgmza-api-consent-given

Purpose: Stores information on whether the User has given consent to load maps from the Google Maps API on the Website

Duration: 1 year

Legal basis: Article 6(1)(a) of the GDPR – consent for the installation and use of the functional cookie

7.3 Giving and Withdrawing Consent for Functional Cookies

Consent for functional cookies is given by clicking the "Accept functional cookies" button in the cookie banner displayed during the User's first visit to the Website.

Consent can be withdrawn at any time by:

- changing the settings in the cookie banner (available in the Website footer)
- deleting cookies via your web browser settings.

Detailed information on how to manage cookies in individual browsers can be found in the help sections of those browsers:

- Chrome: <https://support.google.com/chrome/answer/95647>
- Firefox: <https://support.mozilla.org/kb/cookies-information-websites-store-on-your-computer>
- Safari: <https://support.apple.com/guide/safari/manage-cookies-and-website-data-sfri11471/mac>
- Edge: <https://support.microsoft.com/microsoft-edge/delete-cookies-in-microsoft-edge-63947406-40ac-c3b8-57b9-2a946a29ae09>

8. LINKS TO EXTERNAL WEBSITES

The Website contains links to external websites, including the Administrator's LinkedIn profile (<https://www.linkedin.com/company/evocert/>). Clicking on these links redirects the User to external websites that have their own privacy policies. The Administrator is not responsible for the personal data processing practices of external websites and encourages Users to review their respective privacy policies.

In the case of LinkedIn, use of the service is subject to LinkedIn's Privacy Policy, available at: <https://www.linkedin.com/legal/privacy-policy>

9. PERSONAL DATA SECURITY

The Administrator applies appropriate technical and organizational measures to ensure the security of processed personal data, particularly to protect the data against unauthorized access, loss, alteration, or destruction.

10. CHANGES TO THE PRIVACY POLICY

The Administrator reserves the right to make changes to this Privacy Policy. Users will be informed of any changes by the publication of an updated version on the Website. The changes become effective on the date of their publication.

President of the Management Board
EVOCERT Sp. z o.o.

Krzysztof Michalski
Piła, 29.07.2025r. (publication date)