

FIGABYIGA.COM WEBSITE PRIVACY POLICY

1. For the Owner of this website, the protection of Users' personal data is of the utmost importance. It makes great efforts to ensure that Users feel secure in entrusting their personal data when using the website.
2. A user is a natural person, a legal person or an organisational unit without legal personality, to which legal capacity is granted by law, using the electronic services available on the website.
3. This privacy policy explains the principles and scope of the processing of the User's personal data, the User's rights, as well as the responsibilities of the data controller, and also informs about the use of cookies.
4. The controller uses state-of-the-art technical measures and organisational solutions to ensure a high level of protection of the personal data processed and to safeguard against unauthorised access.

I. PERSONAL DATA CONTROLLER

The administrator of the personal data is Ms Iga Malinowska, residing at: Ruska Wieś 2C, 11-700 Mragowo (hereinafter: "**Owner**").

II. PURPOSE OF PROCESSING PERSONAL DATA

1. The Administrator processes the User's personal data in order to:
 - Responding to enquiries made via the contact form. Ongoing contact regarding the implementation of the project.
 - Contract signing.
2. The User may also agree to receive information on news and promotions, which will also result in the controller processing personal data in order to send the User commercial information regarding, among other things, new products or services, promotions or sales.
3. Personal data is also processed in the fulfilment of legal obligations incumbent on the controller and in the performance of tasks, in the interest of

public, inter alia, to perform tasks related to security and defence or the keeping of tax records.

4. Personal data may also be processed for the purposes of direct marketing of products, the safeguarding and assertion of claims or protection against claims by the User or a third party, as well as for the marketing of services and products of third parties or for our own marketing which is not direct marketing.

III. TYPE OF DATA

(1) The administrator processes the following personal data, the provision of which is necessary: name, surname, company, email address, telephone number.

IV. LEGAL BASIS FOR THE PROCESSING OF PERSONAL DATA

1. Personal data are processed in accordance with the provisions of 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 and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), OJ L 119, 4.5.2016, p. 1-88, hereinafter referred to: "**RODO Regulation**".

2. The Administrator processes personal data only with the prior consent of the User.

3. Your consent to the processing of your personal data is entirely voluntary.

V. YOUR RIGHTS

1. The user may at any time request information from the controller on the extent of the processing of personal data.

2. The user may request the correction or rectification of their personal data at any time.

3. The User may withdraw his or her consent to the processing of his or her personal data at any time, without giving reasons. The request not to process the data may concern a specific purpose of processing indicated by the User, e.g. withdrawal of consent to receive commercial information, or concern all purposes of data processing. The withdrawal of consent regarding all processing purposes will result in the User's account being deleted from the website, together with all of the User's personal data previously processed by the Administrator. The withdrawal of consent will not affect the activities already carried out.

4. The user may request, without stating a reason, that the administrator delete his/her data at any time. A request for deletion of data shall not affect any actions already performed. Deletion of data means the simultaneous deletion of the User's account, together with all personal data stored and processed to date by the administrator.

5. The User may object to the processing of personal data at any time, both with regard to all processing of the User's personal data by the controller, as well as only to a limited extent, e.g. with regard to the processing of data for a specifically indicated purpose. The objection will not affect the activities performed so far. Raising an objection will result in the deletion of the User's account, together with all personal data stored and processed so far by the administrator.

6. The user may request the restriction of the processing of personal data, either for a specific period of time or without a time limitation but to a specific extent, which the controller will be obliged to comply with. This request will not affect the activities already carried out.

7. The User may request that the controller transfers the User's processed personal data to another entity. For this purpose, he/she should write a request to the administrator, indicating to which entity (name, address) the User's personal data should be handed over and what specific data the User wishes the administrator to hand over. After the User confirms his/her request, the administrator will transfer, in electronic form, the User's personal data to the indicated entity. Confirmation of the request by the User is necessary for the security of the User's personal data and to be sure that the request comes from an authorised person.

8. The Administrator shall inform the User of the action taken, before one month has elapsed from the receipt of one of the requests mentioned in the previous paragraphs.

VI. RETENTION PERIOD OF PERSONAL DATA

1. As a general rule, personal data is only stored for as long as necessary to fulfil the contractual or statutory obligations for which it was collected. The data will be deleted immediately when storage is no longer necessary, for evidential purposes, in accordance with civil law or in connection with a statutory retention obligation.

2. The information, relating to the contract, shall be stored for evidence purposes for a period of three years, starting from the end of the year in which the business relationship with the User is terminated. Deletion of the data will take place after the expiry of the statutory limitation period for the assertion of contractual claims.

3. In addition, the administrator may retain archival information relating to concluded transactions, as their retention is related to the user's claims, e.g. under warranty.
4. If no contract has been concluded, between the User and the Owner, the User's personal data is stored until the User's account on the website is deleted. The deletion of the account may occur as a result of a request by the User, the withdrawal of consent to the processing of personal data, or an objection to the processing of such data.

VII. ENTRUSTING DATA PROCESSING TO OTHER ENTITIES

1. The administrator may entrust the processing of personal data to entities cooperating with the administrator to the extent necessary for the completion of the transaction, e.g. for the preparation of the ordered goods and delivery of the shipments or for the transmission of commercial information originating from the administrator (the latter applies to Users who have agreed to receive commercial information).
2. Other than for the purposes indicated in this Privacy Policy, Users' personal data will not be shared in any way with third parties, nor will it be passed on to other entities, for the purpose of sending marketing material to these third parties.
3. Personal data of website users is not transferred outside the European Union.
4. This Privacy Policy complies with the provisions arising from Article 13(1) and (2) of the RODO Regulation.

VIII. COOKIES

1. The website uses cookies or similar technology (hereinafter collectively referred to as "**cookies**") to collect information about the User's access to the website (e.g. via a computer or smartphone) and his/her preferences. They are used, among other things, for advertising and statistical purposes and to adapt the website to the individual needs of the User.
2. Cookies are pieces of information that contain a unique reference code that a website sends to the User's device in order to store, and sometimes track, information relating to the device being used. They do not usually allow the User's person to be identified. Their main purpose is to better tailor the website to the User.
3. Some of the cookies present on the website are only available for the duration of a given web session and expire when the browser is closed. Other cookies are used to remember the User who, when returning to the website

Internet, is recognised on it. They are then retained for a longer period of time.

4. The cookies used on this website are:

_ga

_ga_CK2QVC7ED9

_gat_gtag_UA_124908614_1

_gid

pll_language

IDE

5. All cookies present on the website are set by the administrator.

6. All cookies used by this website comply with current European Union law.

7. Most Users and some mobile browsers automatically accept cookies. If the User does not change the settings, cookies will be stored on the device.

8. You can change your preferences regarding the acceptance of cookies or change your browser so that you can receive an appropriate notification each time a cookie is set. To change your cookie acceptance settings, adjust the settings in your browser.

9. It is worth remembering that blocking or deleting cookies may prevent you from taking full advantage of the website.

10. Cookies will be used for essential session management, including:

a. Recognising a User who has previously visited the website, which allows us to identify the number of unique users who have used the website and to ascertain sufficient capacity for the number of new users;

b. To record information from the User's device, including: cookies, IP address and information about the browser used, in order to be able to diagnose problems, administer and track the use of the website;

c. To collect statistical information about how the User uses the website, in order to be able to improve the website and to determine which areas of the website are most popular with Users.