

## **PRIVACY POLICY**

This Privacy Policy tells you about...

### **Who we are?**

The Controller of your data is **SoftServe Poland Sp. z o.o.** with its registered office in Wrocław at Jaworska 11-13, 53-612 Wrocław, entered into the Register of Entrepreneurs of the National Court Register maintained by the District Court for Wrocław-Fabryczna in Wrocław, 6th Commercial Division of the National Court Register under **KRS no. 0000395752, NIP 5222987736, REGON 145164189**, hereinafter referred to as “**SoftServe**”

### **How to contact us**

If you have any questions about this Privacy Policy or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: [HRMarketingPoland@softserveinc.com](mailto:HRMarketingPoland@softserveinc.com)

### **What personal data do we collect and why?**

1. Registration for the event.

Once registering for the event, Participant is requested to provide their personal data: name, surname, email address, phone number. The data is processed for the purpose of the organization of the event. The legal basis of the processing of the data is article 6 sec. 1 f) of the GDPR, namely our legitimate interests.

2. Handling complaints.

If you lodge a complaint regarding any matter connected with the contest, we will process the data to investigate and respond to your complaint. We will process the data such as your name, surname, e-mail address and information contained in the complaint. The legal basis of the processing of the data is article 6 sec. 1 f) of the GDPR, namely our legitimate interests.

3. Future recruitment processes.

If you agree for the processing of your data for the future recruitment processes, we will process your data such as name, surname, e-mail address, telephone number, and information about the city you live in (if provided) for the future recruitment processes. The legal basis of the processing of the data is article 6 sec. 1 a) of the GDPR, namely your consent.

4. Marketing purposes.

If you subscribe to our newsletter, we will process your data for the marketing purposes: to inform you about SoftServe’s activities, events in which we participate or about our current recruitment offers. For such purpose we will process your e-mail address. The legal basis of the processing of the data is article 6 sec. 1 f) of the GDPR, namely our legitimate interests.

We can also use the information about the city you live in for the marketing purposes (if provided), to inform you about the events, SoftServe activities or recruitment processes that take place in the

city you live in or nearby. The legal basis of the processing of the data is article 6 sec. 1 a) of the GDPR, namely your consent.

Provision of the data is not obligatory, but without providing it you cannot take part in the event, receive the newsletter or take part in the future recruitment processes.

We will not make automated decisions on the basis of your data.

## How do we store your personal data?

Your personal data is stored in cloud-based database as one of the services of AWS hosted from the United States (East). Your data are encrypted in-transit (end-to-end, including within the virtual private cloud at AWS) using secure TLS cryptographic protocols (TLS 1.2 & TLS 1.3), and Advanced Encryption Standard (AES) is used with a 256-bit key to encrypt data at rest including the backups of the information.

## How long do we keep your information for?

What data and where?	How long?
<u>Registration for the event</u>  Name, surname, e-mail address, phone number.	Your data will be stored for one year. All older profiles than 1 year will be automatically removed from data base.
Handling complaints  Name, surname, e-mail address, information contained in the complaint.	Your data will be stored for one year unless the complaint is lodged. In such situation, the data will be processed until the limitation period for claims.
Personal data for recruitment purposes  Name, surname, e-mail address, phone number, information about your score in the contest, city (not mandatory).	Your data will be stored for three years, unless you withdraw your consent earlier. In such case, your data will be stored until the consent is withdrawn.
Personal data for marketing purposes  Name, surname, e-mail address, information about the technology	Your data will be stored for three years, unless you resign from the newsletter subscription earlier. In such case, your data will be stored until your resignation.

## Your rights over your personal data

By law, upon your reasonable request provided via email on [HRMarketingPoland@softserveinc.com](mailto:HRMarketingPoland@softserveinc.com) you can ask us:

- to access the data
- to rectify or correct your personal data if it is inaccurate
- to erase your personal data
- to restrict processing of your personal data

- to object processing of your personal data
- to transfer all the data we hold about you to another organization or directly to you (right to data portability)

If the legal basis of the processing is your consent, you can withdraw it at any time. Please note, that withdrawal of a consent shall not affect the lawfulness of processing based on consent before its withdrawal.

You have also the right to lodge a complaint to the supervisory authority – Prezes Urzędu Ochrony Danych Osobowych (Stawki 2, 00-193 Warszawa).

## **Recipients of your data**

We can transfer your data to the company that provide us hosting and IT services (AWS and companies that belong to SoftServe Group). Your data can be transferred outside the European Economic Area, i.e. to the USA, Canada or Ukraine. The basis for such data transfer will be standard contractual clauses approved by the European Commission, which provide sufficient safeguard for your data. You can get more information on the standard contractual clauses by contacting us.

## **Changes to our privacy policy**

This Privacy Policy is being updated on regular basis.

Last update: 29.10.2024