

## 1. PERSONAL DATA CONTROLLER

1.1. The Controller of your personal data processed within the scope and purpose necessary to carry out Orders is:

Optifarma Spółka z ograniczoną odpowiedzialnością Sp. K.  
Ul. Sokołowska 14  
05-806 Sokołów  
NIP 534-244-53-05  
optifarma@optifarma.com  
Tel. + 48 22 225 26 14

The protection of your data is carried out in accordance with the requirements of generally applicable laws, and its storage takes place on secure servers.

1.2. The Controller appointed the Personal Data Protection Inspector.

You can contact the Data Protection Officer in all matters relating to the processing of personal data and exercising your rights in accordance with the provisions on the protection of personal data. The contact can be made electronically at [iod@optifarma.com](mailto:iod@optifarma.com) or directly at the seat of Optifarma Spółka z ograniczoną odpowiedzialnością Sp. K.

1.3. This privacy policy implements the legal obligation arising from 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 (GDPR) and repealing Directive 95/46/EC.

1.4. We respect your right to privacy and ensure the security of your data. For this purpose, among others, a secure communication encryption protocol (SSL) is used. We make every effort to ensure the security of your data. Personal information is stored on computer systems with restricted access. These systems are located in specially protected rooms.

## 2. COLLECTION OF INFORMATION

2.1. Your personal information has been provided as part of the performance of a contract / service of a commercial nature and includes: name and surname, contact details and email address, company name, mailing address, and company registration. Opting out of providing this information prevents the processing of orders.

## 3. PURPOSE OF PERSONAL DATA PROCESSING

Your personal data will be processed for:

- a) necessary and proper performance of a contract of commercial nature, including taking action prior to the conclusion of the contract / acceptance of the Order at the request of the data subject: the data provided will be processed pursuant to Article 6(1)(b) of GDPR and in accordance with the content of the General Data Protection Regulation,
- b) carrying out activities in accordance with your consents: the data provided will be processed pursuant to Article 6(1)(a) of GDPR and in accordance with the General Data Protection Regulation,
- c) carrying out activities required by applicable legal and administrative provisions: the data provided will be processed pursuant to Article 6(1)(c) of GDPR and in accordance with the content of the General Data Protection Regulation,
- d) performance of legitimate interest of Optifarma Sp. z ograniczoną odpowiedzialnością Sp. K., in particular:
  - asserting, pursuing or securing claims against the Customer, conducting analyses of the quality of sales services provided,
  - the data provided will be processed on the basis of Article 6(1)(f) GDPR and in accordance with the content of the General Data Protection Regulation.

## 4. SHARING OF INFORMATION

4.1. The recipients of your personal data will be:

- a) employees of Optifarma Spółka z ograniczoną odpowiedzialnością Sp. K.,
- b) entities providing IT, organizational and technical support for Optifarma Spółka z ograniczoną odpowiedzialnością Sp. K.,
- c) Institutions authorized to process personal data under applicable law.

4.2. All external companies with whom we share your data are our trusted partners, are obliged to maintain the confidentiality of user / customer information and may not use it for any other purposes than those we have authorized. Except as noted above, we will not disclose your personally identifiable information to others, including Advertisers, without your express consent. In addition, we will not share, sell, lease or otherwise disclose your personally identifiable information, email address list or mailing address list to others for their own promotional purposes.

## 5. RETENTION OF INFORMATION

### 5.1. How long do we keep information about you?

Your personal information will be processed until you object to its processing or, if you object, for the period of the statute of limitations on the claims to which the data subject may be entitled. Objections can be made to the Data Protection Officer.

## 6. YOUR RIGHTS

### 6.1. What rights do you have?

In relation to the information we hold about you, you have the options described below. To exercise them, please contact us. If you are a user resident in the EEA (European Economic Area), you can:

- a) access the information we hold about you. We will normally release this within 30 days of your request;
- b) delete your account. If you wish to delete your account, contact the Data Protection Officer ([iod@optifarma.com](mailto:iod@optifarma.com))
- c) correct or delete information about you. You can update this information in your settings. If you have problems updating your information or if you want to, contact us;
- e) request us to transfer the information you have provided to another organisation where we hold the information with your consent or for the purpose of fulfilling a contract you have entered into, where technically possible;
- f) make a complaint to a regulatory body. If you live in the EEA and believe that we are not complying with data protection laws, you have the right to complain to the President of the Data Protection Authority.

## 7. POLICY ON COOKIES AND OTHER SIMILAR TECHNOLOGIES

### 7.1. Cookies. We do not use cookies