

## **Information on the processing of personal data intended for persons participating in procurement processes organized on the Logintrade procurement platform by LOTOS Group S.A.'s Capital Group**

### **I. Personal data controller**

The co-controller of your personal data within the meaning of Article 4 point 7 of the Regulation (EU) 2016/679 of the European Parliament and of the Council dated 27 April 2016 on the protection of natural persons in relation to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation - hereinafter referred to as "the GDPR"), is

- Grupa LOTOS S.A. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Infrastruktura S.A. with its registered office at ul. 3-go Maja 101, 38-200 Jasło,
- LOTOS Terminale S.A. with its registered office at ul. Łukasiewicza 2, 43-502 Czechowice-Dziedzice,
- LOTOS Petrobaltic S.A. with its registered office at ul. Stary Dwór 9, 80-758 Gdańsk,
- LOTOS Asphalt Sp. z o.o. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Air Bp Sp. z o.o. with its registered office at al. Grunwaldzka 472 B 80-309 Gdańsk,
- LOTOS Kolej Sp. z o.o. with its registered office at ul. Michałki 25, 80-716 Gdańsk,
- LOTOS Lab Sp. z o.o. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Ochrona Sp. z o.o. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Oil Sp. z o.o., with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Paliwa Sp. z o.o. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Serwis Sp. z o.o. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Straż Sp. z o.o. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk,
- LOTOS Upstream Sp. z o.o. with its registered office at ul. Elbląska 135, PL 80-718 Gdańsk.

The Data Co-Controller can be contacted via email:

[lotos@grupalotos.pl](mailto:lotos@grupalotos.pl) or in writing by regular mail to: Grupa LOTOS S.A., ul. Elbląska 135, PL 80-718 Gdańsk

### **II. Data Protection Officer**

The co-controllers have appointed a Data Protection Officer of Grupa LOTOS S.A., who can be contacted in all matters concerning the processing of personal data and the exercise of rights related to the processing of data, via e-mail: [iod@grupalotos.pl](mailto:iod@grupalotos.pl) or in writing to: Grupa LOTOS S.A. ul. Elbląska 135 80-718 Gdańsk with the note "Data Protection Officer".

### **III. Purposes of personal data processing**

Your personal data will be processed in order to conduct the proceedings for the award of a private contract and possible further actions aimed at concluding a contract. The data representing the name of the entity that has been selected as part of the conducted procurement procedure will be processed in order to communicate the winner of the procedure to the other entities participating in the procedure.

### **IV. Legal basis for processing personal data**

The legal basis for processing your personal data for the purposes indicated above is:

- a) taking action to conclude and perform the contract in the case of selecting the offer in accordance with Article 6(1)(b) of the GDPR,
- b) taking actions related to the private procurement procedure, in accordance with Article 6(1)(c) of the GDPR resulting, among others, from the provisions of the Civil Code,
- c) the legitimate interest of the co-controllers, in accordance with Article 6(1)(f) of the GDPR, related to the transparency of operations and the transmission of information about the winner of the purchasing process to the other participants involved in the given proceedings, as well as archiving, which is the realization of the legitimate interest of safeguarding information in the event of a legal need to prove the facts, as well as for the purpose of possibly determining, investigating or defending against claims arising from the purchasing procedure.

### **V. Sharing personal data**

Your personal data will be shared within the LOTOS S.A. Group Capital Group, which includes the data co-controllers listed above. Moreover, the data may be shared with the following categories of recipients:

- a) entities processing personal data on commission of the co-controllers, including inter alia servicing IT systems used for the purposes of the execution of the procurement proceedings, providing bookkeeping, archiving and maintenance services,
- b) entities that provide services to the co-controllers, including courier and postal companies (in connection with the need to make notices specified in the proceedings), legal and financial advisors and auditors of the co-controllers (in connection with the provision of advice on the conclusion, execution and enforcement of claims arising from the procurement proceedings),

however, such entities process data on the basis of a contract with the co-controller and exclusively in accordance with its instructions. Data may also be made available to entities authorized under the law.

## **VI. Data retention period**

Your data will be processed for the duration of the procurement procedure, and after its completion for the duration of a possible contract, the legal possibility to assert claims under it or claims arising from participation in the procurement procedure, and the period reserved by law.

## **VII. Rights of data subjects**

You are entitled to:

- a) the right to access the content of your data and to receive a copy of it,
- b) the right to rectify (amend) your data,
- c) the right to erasure and restriction of processing of personal data,
- d) the right to object to the processing of personal data on grounds relating to the particular situation of the data subject in the case where the co-controller processes data on the basis of its legitimate interest. You may object at any time by sending correspondence in electronic form or in writing to the addresses indicated above.

To exercise the above rights, please contact the data controller or the personal data protection inspector. Contact information is indicated above.

Moreover, you have the right to lodge a complaint to the President of the Office for Personal Data Protection (to the address of the Office for Personal Data Protection, ul. Stawki 2, 00-193 Warsaw), in the case that the processing of personal data violates the applicable provisions on personal data protection.

## **VIII. Information on data requirements**

Providing personal data is voluntary, however refusal to provide it may result in rejection of the offer for formal reasons and inability to participate in the procurement proceedings.

## **IX. Information about personal data profiling**

Your personal data will not be profiled and will not be used for automated decision-making.