

INFORMATION FOR NEO-TEC BUSINESS PARTNERS IN EUROPE ON THE PROCESSING OF THEIR PERSONAL DATA

On 25.05.2018 the EU General Protection Regulation ("GDPR") the new legal standards for data protection within the European Union. Neo-Tec is committed to protect the privacy of their Business Partners when processing personal data. We would like to inform prospective and current Business Partners in Europe about the processing of their personal data by Neo-Tec and about rights connected with it.

1. The administration of your personal data is held by: Neo-Tec Ltd., Kobialka 11a, 09-411 Plock, Poland, Phone: +48243860930, e-mail: neotec@neo-tec.pl

2. How we use your personal data:

We process personal data for the performance of contracts with individuals that we do business with, for example, to process purchase order, delivery or payments, or in case of complaints, repairs or cases of warranty, or in order to prepare and respond to an individual's request for proposal, to establish terms and conditions of the contractual relationship and engage in product development activities (Art. 6 para 1 let. B GDPR).

We further process personal data insofar necessary to safeguard the legitimate interests of Neo-Tec, for example, to transmit your personal data within the Company for international administrative purposes, or to ensure IT security and IT operation (Art. 6 para 1 let. F GDPR).

Furthermore, Neo-Tec is subject to various legal obligations which may require the processing of your personal data. Such legal obligations may follow, for example, from foreign trade and sanctions laws or taxation laws (Art. 6 Para 1 let. C GDPR).

3. Your rights:

You have the right to access your data and the right to demand that they are rectified, deleted or that their processing is limited. To the extent that the basis for processing of your personal data is a legitimate interest of the controller, you are entitled to object to the processing of your personal data.

You are also entitled to lodge a complaint to a personal data protection supervisory authority.

4. Confidentiality and data storage:

Each of our employees as well as all staff members of third party service providers having access to and/or processing personal data are obligated to treat such data confidentially. All data will be treated strictly confidentially and stored in accordance with applicable legal regulations for a period legally specified in the relevant country.

Personal data will be processed on the basis of a contract with the controller and in accordance with its guidelines.

5. Provision of personal data is voluntary but necessary to prepare offers and provide services based on contracts.