

Privacy policy and use of cookies on <https://actispro.pl/>

Protecting the privacy of our customers is very important to us. For this reason, we implement procedures and policies to ensure the highest possible level of data protection for you.

The privacy policy

We would like to inform you that as part of the following website: <https://actispro.pl/>,

- 1) the administrator of your personal data is ActisPRO sp. z o.o. with its registered office at ul. Fabryczna 43, 43-100 Tychy (hereinafter: Administrator/Company);
- 2) The data protection officer (DPO) can be contacted by writing to the administrator at the following email address: kontakt@actispro.pl or by postal mail to the administrator with the reference 'DPO';
- 3) Your personal data is processed for the following purposes:
 - a) carrying out analyses and statistics and for business purposes;
 - b) carrying out marketing operations undertaken by the Company on its own or in cooperation with other entities;
 - c) archiving;
 - d) responding to requests and enquiries;
 - e) carrying out safety-related operations;
- 4) The legal basis for processing your data is:
 - a) consent given;
 - b) imperative arising from the legitimate interests pursued by the Administrator, such as responding to your requests and enquiries.
- 5) The company uses cookies on its websites. For more information, please see the 'Cookie policy' section below.
- 6) Access to the website features marked 'Customer Area' (ActisPRO Service) is only possible for users with a username and password. The username and password will be given to the Company's Customer upon conclusion of the contract for the provision of services. The use of the ActisPRO Service is defined by the contract between the Company and the Customer and by a separate document – the ActisPRO Service Privacy Policy;
- 7) Personal data provided by users when visiting <https://actispro.pl/>, both in the open part and in the part requiring a login, is processed in accordance with the regulations on personal data processing.
- 8) No data of persons visiting the <https://actispro.pl/> website is disclosed to any third party without their consent. However, the Administrator stipulates that the data of a user suspected of committing a crime may be disclosed to the relevant state authorities, but only if they present a relevant warrant from a Polish court in accordance with the applicable Polish law.
- 9) The rules as described in this policy apply from the date of publication on the website until further notice.

The cookie policy

- 1) The website <https://actispro.pl/> does not automatically collect any information except that contained in cookies;
- 2) Cookies are IT data, in particular text files, which are stored on the end device of the <https://actispro.pl/> website user and are used in the manner and for the purposes described in section 4 below. Cookies typically contain the name of the website which they originate from, the length of time they are stored on the end device and a unique number.
- 3) The entity responsible for placing cookies on the user's end device of the <https://actispro.pl/> website and accessing them is the Administrator. ActisPRO does not use cookies provided by external providers.
- 4) Cookies are used for:
 - a) providing the services requested by the user (essential cookies). We use our own cookies to enable you to log in to your account (to access ActisPRO website services) and to enable you to navigate smoothly through the pages and sub-pages without having to repeat the authentication process each time;
 - b) optimising the use of the content of <https://actispro.pl/> (essential and analytical cookies). We use our own cookies in order to ensure the user's convenience in using <https://actispro.pl/>, including, in particular, remembering the visitor's preferences;
 - c) checking the safety of the IT system, e.g. for the detection of authentication abuses within the ActisPRO Service.
- 5) The <https://actispro.pl/> website uses two main types of cookies: session cookies and persistent cookies. Session cookies are temporary files that are stored on the user's end device until the user logs out, leaves the website or switches off the software (web browser). Persistent cookies are stored on the user's end device for the duration specified in the parameters of the cookies or until they are deleted by the user.
- 6) By default, the usual website browser settings allow cookies to be stored on the user's end device. Users of <https://actispro.pl/> can change their cookie settings at any time. These settings can be changed in particular in such a way as to block the automatic use of cookies or to notify the user each time cookies are placed on their device. For detailed information on the possibility and use of cookies, please refer to your browser menu (settings, options, etc.).
- 7) The administrator informs that the use of cookies restricted in the browser settings may affect some of the features available on <https://actispro.pl/>.