

In accordance with Article 13 of EU Regulation 2016/679 of 27 April 2016 (hereinafter: GDPR), we hereby inform you that:

1. The controller within the meaning of Article 4(7) of the GDPR of the personal data of persons applying for specific positions is Rockfin S.A. with its registered office in Małkowo, 83-330 Żukowo, ul. Pałacowa 9, registered in Gdańsk Północ, 8th Commercial Division of the National Court Register under KRS number 0001102066, NIP 5850205607, REGON 003005759. The Administrator can be contacted by e-mail:[office@rockfin.pl](mailto:office@rockfin.pl) or by phone +48 58 728 29 00.
2. The Administrator has appointed Jacek Gołdyn (IOD) as the Data Protection Officer. In matters relating to the processing of your personal data or the exercise of your rights, you can contact us by e-mail at: [gdpr@rockfin.pl](mailto:gdpr@rockfin.pl)
3. The purpose of personal data processing is to carry out the recruitment process and to contact the applicant. With additional consent, personal data may be processed for future recruitment purposes.
4. Personal data will be processed on the basis of the premise indicated in Article 6(1)(c) of the GDPR, i.e. on the basis of Article 22<sup>1</sup> of the Labour Code. If a job applicant provides, on their own initiative, a wider range of personal data than required, it will be processed on the basis of the premise indicated in Article 6(1)(a) of the GDPR, i.e. on the basis of consent given in the form of a statement or clear affirmative action, which is the fact of sending it. Based on Article 6(1)(a) of the GDPR, the data will be processed for future recruitment purposes.
5. Personal data will only be processed by authorised employees of the controller involved in recruitment processes.
6. Furthermore, due to the Administrator's international operations, including branches or subsidiaries located outside the European Economic Area (EEA), personal data may be transferred to third countries. In such cases, the transfer of data is carried out with appropriate safeguards in accordance with the provisions of the GDPR, in particular on the basis of standard contractual clauses adopted by the European Commission or other mechanisms ensuring an adequate level of protection.
7. Personal data will be processed for the duration of the recruitment process for a given position, no longer than 3 months from the selection of a candidate for that position, and in the case of future recruitment, for a period of 1 year. Data processed on the basis of consent, regardless of the specified period, will be processed until such consent is withdrawn.
8. The data subject may exercise the following rights against the controller:
  - a) request access to their personal data and rectification thereof (Articles 15 and 16 of the GDPR),
  - b) request the restriction of the processing of their data in the situations and on the terms specified in Article 18 of the GDPR or their erasure in accordance with Article 17 of the GDPR ("right to be forgotten"),
  - c) withdraw consent at any time without giving reasons and without affecting the lawfulness of the processing carried out on the basis of consent before its withdrawal
  - d) lodge a complaint with the supervisory authority – the President of the Data Protection Authority (ul. Stawki 2, Warsaw).
9. A person who has submitted a request or demand regarding the processing of their personal data, as part of exercising their rights, may be asked to answer several questions related to their personal data, which will enable verification of their identity.
10. Personal data will not be subject to profiling, including processing for the purpose of making decisions in an automated manner.  
automated manner.