

Argevide is committed to protecting privacy of all customers and users of Argevide Services. This Privacy Policy is intended to inform you of the type of personal information Argevide collects from you, how it is used and what steps are taken to ensure that your personal information is kept confidential and safe.

You can use Argevide Services only if you accept this Privacy Policy.

Argevide sp. z o.o. based in Gdańsk, ul. Narutowicza 11/12 is the controller of personal data within the meaning of the General Data Protection Regulation (GDPR), and Argevide processes the personal data acquired, among others, via the Services.

In the case of contracts for services provided to institutional clients, Argevide may act as the processor of the personal data entrusted by the client who is the administrator of this data. The processing of entrusted data is conducted only within the scope defined in this Privacy Policy.

1 The collected information

- 1) Argevide collects only personal data that is provided voluntarily by users. A User is any person who is using Argevide Services including Argevide website (www.argevide.com) and related services.
- 2) The collected personal data consists of a person's first and last name, e-mail, organization name and address and optionally phone number.
- 3) Argevide Services are provided to legal entities only and Argevide also collects information on customers (organizations) for the billing purposes, to maintain a record of transactions and for the efficient provision of Argevide Services.
- 4) Argevide also collects information about users' computers and visits to Argevide Services. Such information includes: IP address, geographical location, browser type, referral source, length of visit and number of page views. The information is not linked to specific individuals (users). It may be used for the improvements of the Services and detection of any unauthorized actions.

2 Purpose of personal data collection

- 1) Any personal information provided by users and customers will be used by Argevide solely for the purpose of providing and settling the Services, notifying about changes of the Services and to answer user's questions about the Services.
- 2) Argevide reserves the right to process personal data after the termination of the Services use, if this is necessary for:
 - the settlement of the Services and the claims for payments,
 - clarification of the circumstances of any unauthorized use of the Service.
- 3) Any data processing by Argevide is carried out in accordance with art. 18 of the Polish Act of 18 July 2002 on Providing Services by Electronic Means.

3 The right to access, rectification and erasure of the personal data

- 1) Users have the right to access their personal data, update and correct them.
- 2) Argevide shall provide a copy of the personal data undergoing processing on the user's request.
- 3) A User may withdraw the consent to the processing of his/her personal data and file a declaration of the intention to remove his/her personal data. The user's personal data including all the copies of the data shall be erased without undue delay, subject to clause 2, p. 2.

4 Cookies

- 1) The Services use small files, called cookies. They are saved on the computer of the User of the Services. A cookie typically includes the domain name of the Services, its "expiration date", and an individual, randomly selected file identification number.

2) We use cookies for the following purposes:

- maintenance of the User's session identification data,
- statistical analysis using the Google Analytics tool, including information such as first and last visit, visit duration, visited pages, referral source,
- storing of selected Services configuration parameters.

3) Cookies used by the Services do not contain any personal data of the User.

4) A User may restrict or disable cookies in the browser settings. If you use this option, however, Argevide does not guarantee the Services will function correctly.

5 Other data

Argevide reserves the right to collect IP addresses, domain names, information on browser type and operating system used by the user for the purposes of diagnosing technical problems, creating statistical analyzes and improving the Services.

6 Disclosure of information

The user personal data may be made available to the entities entitled to receive them under the applicable law, and in particular to the competent judicial authorities.

7 Security and protection of personal data

1) Argevide uses strict procedures and security measures to prevent unauthorized access to the Users' information.

All the User information is stored and processed on secured servers and all transmissions are encrypted.

2) Only the authorized Argevide employees or associates granted appropriate rights for support or maintenance of the Services have direct access to the customers data, including personal data.

3) Argevide declares that it processes personal data entered or assigned by users in accordance with the General Data Protection Regulation (GDPR) and that it employs technical and organizational measures to protect the processed data adequate for the risks and the protected data category. Argevide protects personal data against disclosure to any unauthorized parties, loss or damage.

4) In case of any personal data security breach, Argevide will notify competent state authorities, and also Users whose personal data were adversely affected.

8 Contact

If you have any questions regarding this Privacy Policy or any request related to the protection or use of the personal information, please contact us by email at office@argevide.com

9 Final provisions

Argevide reserves the right to update its Privacy Policy.

This Privacy Policy applies from May 10, 2018.



www.argevide.com

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