

## **INFORMATION REGARDING THE PROCESSING OF PERSONAL DATA**

The purpose of this document is to provide you with information related to the processing of your personal data by DCT Gdańsk S.A., 80-601 Gdańsk, ul. Kontenerowa 7, serving the role of the controller (the “Controller”, “DCT”) within the scope described below, in a simple, brief and transparent manner. The set of the information provided to you corresponds to the requirements of Regulation (EU) 2016/679 of the European Parliament and of the Council (the General Data Protection Regulation) (the “GDPR”).

For the purpose of guaranteeing full protection of your data, free access to necessary information related to data processing processes and your rights, DCT appointed the Data Protection Officer (the “DPO”). If you have any questions or doubts related to the protection of personal data, you may contact DPO at: [iodo@dctgdansk.com](mailto:iodo@dctgdansk.com).

This document is provided for informative purposes only and does not require undertaking any actions by you.

### **Purposes, scope and legal grounds for the processing of your personal data**

DCT processes personal data in particular for the purpose of the performance of the agreement with you, providing services to you or undertaking actions necessary for the conclusion of the agreement or commencement of the service provision (under Article 6(1) (b) of the GDPR). Apart from that, DCT may also process your personal data for the purpose of the fulfilment of legal obligations to which it is subject as the Controller (Article 6(1)(c) of the GDPR). In some events DCT processes your data for the purposes based on the controller’s legitimate interest (Article 6(1)(f) of the GDPR). In other events your personal data are processed on the basis of your consent (Article 6(1)(a) of the GDPR).

DCT processes your data for the following purposes resulting from the legal obligations to which it is subject:

- a) to consider your complaint;

The consent may be withdrawn at any time. The withdrawal of the consent does not affect the lawfulness of the data processing processes performed on the basis of the consent before the withdrawal.

Your provision of personal data is a contractual requirement, necessary for the proper performance and conclusion of the agreement, and for the provision of services to you. As regards the purposes resulting from legal obligations, collecting data by DCT is a statutory requirement. DCT processes the personal data collected from you only to the extent necessary for the performance of the purposes described in this document.

### **Recipients of personal data**

In the course of the ordinary business DCT may transfer your personal data to third-party recipients (in compliance with all requirements to provide security of data, resulting from the data protection laws), if it turns out necessary in the business processes, for assurance of high quality of the service provision and the fulfilment of DCT’ legal obligations. The above includes the following categories of data recipients:

- a) insurance companies and brokers,
- b) property valuers,
- c) ship operators,
- d) State services.

### **Data processing period**

Your data are processed for the period necessary for the fulfilment of the purposes described above, i.e. for the period of the performance of the agreement binding DCT with you / provision of services, and after the expiry of the agreement or termination of the provision of services, for the period required under legal provisions or necessary for the performance of the legitimate interests of the controller.

### **Profiling and automated data processing**

DCT does not profile data or make automated decisions.

### **Processing beyond the territory of the EEA**

In justified events DCT may also process your personal data beyond the territory of the European Economic Area (the “EEA”), in compliance with the requirements set out in Articles 46-49 of the GDPR.

### **Your rights**

In connection with the protection of your data you are entitled to a wide range of rights under the provisions of the GDPR. They include:

1. The right to rectification of data, if it turns out that the processed data are incorrect,
2. The right of access of data, including the right to receive a copy and information about the processing processes,
3. The right to require the erasure of personal data, in the events defined in the provisions of the GDPR,
4. The right to require restriction of processing data,
5. The right to portability of data provided to DCT,
6. The right to object to the processing of your personal data,
7. The right to file a complaint with a competent supervisory authority (the President of the Personal Data Protection Office (Prezes Urzędu Ochrony Danych Osobowych, ul. Stawki 2, 00-193 Warszawa)) if you consider that the processes of the processing of personal data by DCT violate legal provisions in force.

If you exercise any of the rights to which you are entitled, DCT will make every effort and undertake necessary actions to meet your request.

### **Final Provisions**

We hope that the information presented to you helped you to become familiar with and understand the data processing processes in DCT. We make every effort to assure their compliance with applicable legal provisions in force and the best standards that guarantee the protection of your privacy, rights and freedoms.