



**Information clause of SGB-Bank S.A.**  
**Personal data controller**

**for the representatives of the parties, contact persons and persons  
responsible for the performance of the  
Agreement**

Under the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter referred to as "GDPR") SGB-Bank S.A. provides the following information:

<b>Data controller</b>	<b>SGB-Bank S.A.</b> with registered office in Poznań (Bank) ul. Szarych Szeregów 23a, 60-462 Poznań
<b>Data Controller contact information</b>	Data Controller may be contacted <ul style="list-style-type: none"> <li>• in person, or</li> <li>• by e-mail at: <a href="mailto:call.center@sgb.pl">call.center@sgb.pl</a>,</li> <li>• by telephone: 800 888 888 (free of charge) or 61/ 647 28 46 (from mobile phones and from abroad),</li> <li>• in writing to: ul. Szarych Szeregów 23a, 60-462 Poznań</li> </ul>
<b>Data Protection Officer</b>	At SGB-Bank S.A. Data Protection Officer has been appointed and may be contacted: <ul style="list-style-type: none"> <li>• <u>in writing</u> to the address of Data Controller,</li> <li>• <u>by e-mail</u> at: <a href="mailto:iod@sgb.pl">iod@sgb.pl</a></li> </ul> <p>The Data Protection Officer may be contacted in all matters regarding the processing of the personal data and enjoying rights available under the GDPR.</p>
<b>Categories of data</b>	The Bank processes in particular the following categories of your personal data: <ul style="list-style-type: none"> <li>- identification data (e.g. name, surname, position)</li> <li>- contact data (e.g. phone number, e-mail address).</li> </ul>
<b>Source of data</b>	Your data are sourced by the Bank: <ul style="list-style-type: none"> <li>- directly from your employer/principal or directly from you.</li> </ul>
<b>The purposes and legal grounds for processing</b>	The Bank will process your data for the purpose of: <ol style="list-style-type: none"> <li>1) performing the agreement concluded by the Bank with your employer/principal and satisfying the obligations thereunder (legal basis: Article 6(1)(f) of GDPR),</li> <li>2) fulfilling legal obligations imposed on the Bank in relation to conducting banking operations and in relation to the performance of the agreement, including for the purpose of establishing your right to act on behalf of your employer/principal (legal basis: Article 6(1)(c) of GDPR),</li> <li>3) establishment, exercise or defence of legal claims (legal basis: Article 6(1)(f) of GDPR).</li> </ol>
<b>Period for which data will be stored</b>	Your personal data will be stored: <ol style="list-style-type: none"> <li>1) with respect to the performance of the agreement and the obligations thereunder – during the term of the agreement,</li> </ol>

	<p>2) with respect to establishment and exercise of legal claims or defence against submitted claims – until any possible claims or another title under the agreement become time barred,</p> <p>3) with respect to the fulfilling of legal obligations imposed on the Bank in relation to conducting banking activity and in relation to the performance of a filed motion/conclusion of an agreement – for the period in which banks are legally obliged to store documentation and fulfil obligations thereunder towards your employer/principal, in particular:</p> <ul style="list-style-type: none"> <li>• for tax documentation – for the period of 5 years counting from the end of the calendar year in which the date for tax payment deadline has lapsed,</li> <li>• for accounting documentation – for the period of 5 years counting from the end of the calendar year in which transactions, operations and pending proceedings have, in this respect, been ended, paid up, settled or time-barred.</li> </ul>
<b>Data recipients</b>	For the purposes listed above, the Bank may make your personal data available to entities authorised to receive personal data on the basis of relevant provisions of law, to entities providing ITC or technical services, legal or advisory services to the Bank, to other entities commissioned by the Bank with personal data processing.
<b>Profiling and automated decision-making</b>	Your data will not be processed in an automated manner and will not be profiled.
<b>Rights available to data subject</b>	<p>Under the GDPR you have the right to:</p> <ol style="list-style-type: none"> <li>1) receive confirmation whether your data are processed by the Bank as well as the right to access your data (Article 15 of GDPR),</li> <li>2) rectify your data or have them completed (Article 16 of GDPR),</li> <li>3) erase your data (Article 17 of GDPR),</li> <li>4) demand restriction of processing your data (Article 18 of GDPR).</li> </ol> <p>You have the right to file an objection at any time – for the reasons related to your particular situation – against the processing of your data in order to perform legally justified interests of the Data Controller. In such a case the Bank may process data unless it demonstrates compelling legitimate grounds for the processing which override your interests, rights and freedoms or grounds for establishment, exercise or defence of legal claims (Article 21(1) of GDPR).</p> <p>Further, you have right to lodge a complaint with the President of the Personal Data Protection Office in a situation when you suspect that your personal data processing is in breach of the data protection legislation.</p>
<b>Data transfers to third country or an international organisation</b>	Your personal data will not be transferred to any third country or an international organisation.

**Transferring personal data by the Data Controller is voluntary, however it is necessary for undertaking activities leading to the conclusion or performance of an agreement with your employer/principal.**