

# Privacy policy

## Article 1. PRINCIPLE OF PRIVACY PROTECTION

1. SE16N sp. z o.o. with registered office in Warsaw (address: Al. KEN 55/64, 02-797 Warsaw), Entered to the Register of Entrepreneurs of the National Court Register kept by the Court District for the capital city of Warsaw in Warsaw, 13th Commercial Department of the National Court Register under the KRS number: 0000493463, as the administrator of personal data (called hereinafter the "Administrator"), pays great importance to the protection of privacy and confidentiality of data and personal information entered in electronic forms on the website available in the [academy.se16n.com](http://academy.se16n.com) domain (hereinafter referred to as the "Website") by Internet users (hereinafter referred to as "Users").
2. The Administrator selects and applies, with due diligence, appropriate technical and organizational measures, ensuring protection of personal data being processed. Full access to databases have only persons duly authorized by the Administrator.
3. The administrator protects personal data against disclosure to persons unauthorized, as well as before processing in violation of the applicable legal provisions.
4. Visitors to the Website may browse its websites without prior authorization Registration and provision of personal data.

## Article 2. SUBSTANTIATION FOR THE PROCESSING OF PERSONAL DATA

1. Providing personal data is voluntary.
2. The substantiation for the processing of personal data is the statutory authorization for processing data necessary for the purposes of providing services provided by the Administrator, including establishing, shaping, changing, solving and settling a legal relationship concluded between the Administrator and the User, and in certain cases, consent data subjects - User.
3. The administrator may process third party data provided by users, to use the services of the Administrator. Users, by providing The Administrator with details of the third parties, each time declare that they have the appropriate consent of the third parties to transfer their data to the Administrator, or operate within limits statutory authorization.

### **Article 3. COLLECTION OF PERSONAL DATA**

1. Personal data provided by Users via electronic forms are processed in a manner consistent with the provisions governing processing personal data, in particular, with the provisions of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals regarding processing of personal data and on the free movement of such data; and repeal of Directive 95/46 / EC.
2. To register on the Website, the User is obliged to complete a form available on the Website, in accordance with the Regulations for participation in the training: [academy.se16n.com](http://academy.se16n.com) (hereinafter "Training").

### **Article 4. SCOPE OF PROCESSING OF PERSONAL DATA**

1. Personal data provided by the User are used to provide services provided by the Administrator, sending Users information about Administrator and its services or third parties - cooperating with The administrator and their offer, as well as for statistical purposes, on the principles set out in Regulations of Training and in the scope resulting from the applicable law and granted User's consent.
2. The administrator uses IP addresses collected during Internet connections for technical purposes related to the administration of servers. In addition, IP addresses are used to collect general, statistical demographic information (e.g., the region from which the connection occurs).

### **Article 5. CONTROL OF PROCESSING OF PERSONAL DATA**

1. Every User whose personal data is processed by the Administrator, has the right to insight into their details, their additions, updates, corrections, temporary or permanently stop their processing or request their removal. The user is obliged to indicate full, current and real data.
2. Making use of the rights indicated in paragraph 1 above, except for editable data, which the User can change at any time for registration, is implemented by sending an appropriate request to [academy@se16n.com](mailto:academy@se16n.com) along with the name and surname or company name and e-mail of the User provided during registration on the Website.

3. The User may at any time demand to cease processing their personal data. The administrator will stop processing personal data, unless the law requires further processing.

## **Article 6. PROVIDING PERSONAL DATA**

Users' personal data may be made available to entities authorized to receive them under applicable law, including the competent judicial authorities. Users' personal data may be transferred to third parties - in cases not indicated by the Administrator or legal provisions - only with the consent of the User.

Date of publication: 2019-03-04