# PRIVACY AND COOKIES POLICY

## Principles of personal data processing:

- The service provider attaches great importance to respecting and respecting the
  rights of Internet users, with particular emphasis on the right to privacy protection.
  The privacy policy presented below regulates the principles of collecting and
  processing personal data applied by the Law Firm.
- 2. When collecting personal data, we adhere to all the following rules for the processing of personal data, meeting at least one of the conditions for the processing of personal data.

# Principles for the processing of personal data:

- legal compliance,
- reliability and transparency,
- purpose limitation,
- data minimization,
- regularity,
- storage limitation,
- integrity and confidentiality.

### The basis for the processing of personal data:

- 3. The data subject has consented to the processing of his personal data for one or more specific purposes.
- Processing is necessary for the performance of a contract to which the data subject is party or to take action at the request of the data subject prior to entering into a contract
- 5. Processing is necessary to fulfill the legal obligation incumbent on the controller.
- 6. Processing is necessary to protect the vital interests of the data subject or of another natural person.
- 7. Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.
- 8. Processing is necessary for the purposes of the legitimate interests pursued by the administrator or by a third party, except where these interests are overridden by the interests or fundamental rights and freedoms of the data subject, which require protection of personal data, in particular when the data subject is a child. When browsing our website, depending on the browser configuration, one or more cookies may be saved on the user's computer (end device).
- 9. In order to use the contact form on our website, you will have to provide such data as: name and surname, e-mail address.
- 10. When browsing our website, data about your visit is automatically collected, i.e .: IP address, domain name, browser type, operating system type.
- 11. The Administrator of Personal Data is Easy Help Foundation, contact us by email at contact@easyhelp.uk
- 12. Personal data obtained in connection with the use of the rosotravel.com website will be processed in order to respond to messages sent in contact forms, conduct

marketing activities, including subscribing to the newsletter, and carry out activities related to ensuring security.

- 13. The legal basis for data processing may be:
- consent granted,
- necessity to perform the contract,
- taking action on your request submitted via the contact form,
- necessity to fulfill the legal obligation incumbent on the administrator,
- the legitimate interest of the administrator
- 14. The data collected while using our website may be transferred to entities supporting us in our day-to-day operations, i.e. IT companies that support our IT systems or provide IT tools, entities conducting postal or courier activities in connection with the transferred post.
- 15. The rosotravel.com website is connected with the Administrator's fanpage on Facebook. The data controller does not transfer data outside of Poland / EU / European Economic Area, subject to the transnational nature of data flow within Facebook, using contractual clauses approved by the European Commission and decisions of the European Commission stating an adequate level of data protection in relation to specific countries in accordance with the principles set out by Facebook at http://www.facebook.com/about/privacy.
- 16. The period of data processing depends on the purpose for which they are or will be processed.
- 17. You have the right to request:
- access to your data,
- rectification,
- remove,
- restrictions
- object to the further processing of your personal data,
- transfer of your personal data
- 18. You have the right to withdraw your consent at any time. Withdrawal of consent does not affect the lawfulness of the processing of your data, which was made on the basis of the consent granted before its withdrawal.
- 19. In case of doubts as to the correctness of the processing of your data, you have the right to lodge a complaint with the supervisory authority, which is the President of the Personal Data Protection Office.
- 20. Providing personal information is voluntary.
- 21. Please send any comments or reservations as to the method of processing your data by traditional mail to the Administrator's address or via e-mail: contact@easyhelp.uk

#### POLICY FOR THE USE OF COOKIES

- 1. The rosotravel.com website uses "cookies", which are used to identify your browser while using our website.
- 2. You consent to our use of personal data collected through cookies by reading the message displayed immediately after entering the website: "This website uses cookies to provide services at the highest level. By continuing to use the site, you agree to their use." and clicking the "consent" button.
- 3. Cookies contain small amounts of text that can only be read by the party that sends them. Thanks to the collected information, we are able to determine how often you visit our website. We use the obtained data to better adapt our website to your needs and for statistical and marketing purposes.
- 4. Each individual "cookie" file consists of four parts: the name of the website (name of the domain or subdomain that set the "cookie"), the name of the "cookie", the validity of the term "cookie" - some "cookies" expire after closing the browser others can be deleted only after the expiry date that has been set has been reached, the value is the information in the "cookie" that the website uses to remember the previous visit to the site.
- 5. In cookies, we store basic information about users (e.g. ID) and information necessary for the optimization and correct display of the content contained on the pages. This information is used to:
- recording user preferences viewed content and browsing format (the user does not have to set preferences each time he visits the website);
- recording the pages visited by users, which allows to collect data that helps to improve the content and navigation method.
- 6. As a user of our website, you may stop providing this information at any time by deleting "cookies" saved on end devices through our website.
- 7. Our databases are secured against unauthorized access. We secure the processed data using appropriate technical measures.