

INFORMATION ON THE PROCESSING OF PERSONAL DATA FOR THE PURPOSE OF KEEPING COMPANY PROFILES IN SOCIAL MEDIA

Your Data Controller is TUATARA Sp. z o. o. with registered office in Warsaw, Aleje Jerozolimskie 132, 02-305 Warsaw, Poland (hereinafter referred to as: Company, TUATARA).

For what purpose and on what basis TUATARA will process personal data?

Your personal data will be processed for the purpose of:

- a) Administering and managing TUATARA company profiles on Facebook, Instagram, LinkedIn, Twitter, which includes replying to posts and comments posted by you, and supervising the content published by users – pursuant to Article 6 (1)f GDPR (the legitimate interest of TUATARA is to promote events, services and own products by running and managing the company's profile),
- b) Responding to inquiries and conducting correspondence through private messages via social media – pursuant to Article 6(1)f GDPR (the legitimate interest of TUATARA is the possibility of providing answers to persons contacting the Company),
- c) Conducting statistical and analytical research covering the products and services offered by the Company, including testing their quality, customer satisfaction assessment, etc. – pursuant to Article 6(1)f GDPR (TUATARA's legitimate interest is to improve the quality of service and offer profiling),
- d) Implementation of other legally justified interests of TUATARA, which include in particular the possibility of pursuing and defending claims, preventing fraud and economic crimes or ensuring the security of the ICT environment.

In addition, we would like to inform you that the administrator of the LinkedIn portal (depending on the user's location, it is LinkedIn Ireland Unlimited Company – for users from countries belonging to the European Union, European Economic Area and Switzerland, or LinkedIn Corporation –for users from other countries) is a separate data controller of persons visiting and interacting with the TUATARA company profile, who may process their data for their own purposes based on other legal grounds.

In particular, the administrator of the LinkedIn portal, based on its own provisions and regulations, may collect and process information contained in cookie files on the devices of persons visiting the profile. In addition, the administrator of LinkedIn can use the collected data to create anonymous statements and statistics (e.g. regarding the number or profile of visitors), which can then be made available to Tuatara as the profile operator.

Additional information on the processing of personal data by the LinkedIn administrator can be found at <https://www.linkedin.com/legal/privacy-policy>.

In addition, we would like to inform you that the administrator of Facebook and Instagram (Facebook Ireland Ltd.) is a separate data controller of persons visiting and interacting with the TUATARA company profile, who may process their data for their own purposes based on other legal grounds.

In particular, the administrator of Facebook and LinkedIn, based on its own provisions and regulations, may collect and process information contained in cookie files on the devices of persons visiting the profile. In addition, the administrator of Facebook and Instagram can use the collected data to create anonymous statements and statistics (e.g. regarding the number or profile of visitors), which can then be made available to TUATARA as the profile operator.

Additional information on the processing of personal data by the LinkedIn administrator can be found at <https://pl-pl.facebook.com/privacy/explanation> and https://help.instagram.com/519522125107875?helpref=page_content.

In addition, we would like to inform you that the administrator of the Twitter portal (depending on the user's location, it is Twitter International Company – for users from countries belonging to the European Union, European Economic Area and Switzerland, or Twitter Inc. – for users from other countries) is a separate data controller of persons visiting and interacting with the TUATARA company profile, who may process their data for their own purposes based on other legal grounds.

In particular, the administrator of the Twitter portal, based on its own provisions and regulations, may collect and process information contained in cookie files on the devices of persons visiting the profile. In addition, the administrator of the Twitter portal can use the collected data to create anonymous statements and statistics (e.g. regarding the number or profile of visitors), which can then be made available to TUATARA as the profile operator.

Additional information on the processing of personal data by the Twitter administrator can be found at <https://twitter.com/en/privacy>.

TUATARA may share personal data with other recipients, as long as such an obligation will result from legal provisions.

What personal data will be processed by TUATARA?

TUATARA will process the following personal data: name, surname, e-mail address, image in the form of a profile photo, information about education and professional experience, information about the job you are looking for and other information that you post on your profiles, as well as comments and other content that you post on our profiles.

For what period of time will TUATARA process the data?

Your personal data will be processed for the period necessary to achieve the above-mentioned processing purposes, in particular for the period in which you are an active user of the profile or until you object to data processing.

Data contained in posts or comments may be processed until they are deleted.

The data contained in your profile may be processed until you unfollow the TUATARA profile and remove any content (comments, reactions to posts) posted by you on the TUATARA company profile.

Regardless of TUATARA's data storage, social network administrators may apply their own data retention periods.

What are the rights of the data subject?

You have the right to:

- Access your personal data and to receive copies of personal data being processed,
- Rectify your inaccurate personal data,
- Claim data erasure (right to be forgotten) in cases referred to in Article 17 GDPR,
- Obtain restriction of personal data processing in cases referred to in Article 18 GDPR,
- Object to data processing in cases referred to in Article 21 GDPR,
- Transfer the data provided, processed in an automated manner.

If you believe that your personal data is being processed unlawfully you may lodge a complaint with the supervisory authority - Personal Data Protection Office, ul. Stawki 2, Warsaw.

Contact

Should you need any additional information related to the protection of personal data or would like to exercise your rights, please contact our Data Protection Officer:

Piotr Janiszewski, e-mail: iod@tuatara.pl.