**Information clause on the processing of personal data within the framework of video surveillance**

1. The Administrator of personal data processed within the framework of the monitoring is PHU "GROTEX" Eryk Grotowski, 62-800 Kalisz, Tuwima Street 6, REGON: 251651496 NIP 6180010700, phone +48 602 387 993, tel./fax 62 7671971, e-mail: biuro@grotex.com.pl;

2. In matters concerning the processing of personal data within the framework of the applied monitoring, please contact the Administrator at biuro@grotex.com.pl;

3. Your personal data in the form of image will be processed in order to ensure the safety of you and the Administrator's Employees, protect property and control the Administrator's production, as well as to prevent cases of breaches of peace and order in the Company and to record evidence of the commission of a crime or offence;

4. Legal grounds for the use of monitoring:

a. Article 222 of the Act of 26 June 1974. Labour Code;

b. Article 6(1)(f) of the RODO, i.e. the legitimate interest of the Administrator indicated in clause 3 of the Clause.

5. The surveillance recordings can only be made available to authorised bodies under specific provisions, e.g. the police, courts, prosecutor's office.

6. The surveillance recordings are stored for a maximum of 30 days, after which they are automatically overwritten. In a situation where the monitoring recording constitutes evidence in proceedings - for the duration of such proceedings.

7. You have the right to access your data, the right to rectify it, i.e. add additional information, the right to delete data (e.g. if it was processed unlawfully), the right to limit processing, as well as the right to lodge a complaint to the President of the Office for Personal Data Protection.

8. The monitored areas include raw material storage rooms (1 and 2), production storage, corridors and manoeuvring areas in front of the plant. These areas are marked accordingly. As soon as you enter a monitored area, you accept the fact of being recorded.

9. Your personal data will not be transferred to third countries or international organisations.

10. Your personal data will not be processed by automated means and will not be subject to profiling.