**Information clause on personal data processing**

*According to the requirements of* 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 ("GDPR"), hereinbelow we provide you with the information on personal data processing.*

1. **Data controller**

We hereby inform you that the Controller of your personal data is Solaris Bus & Coach sp. z o.o.,   
ul. Obornicka 46, Bolechowo-Osiedle, 62-005 Owińska, Poland ("Company"). The term "personal data" covers your personal data, possibly personal data of your representatives, e.g. employees, partners, management board members, proxies, plenipotentiaries or any other natural persons acting on your behalf, such as e.g. contact details - in the latter case, the following information and obligations of the Company under GDPR shall apply to the aforementioned persons.

In case of any questions related to personal data processing, contact the Company or the Personal Data Protection Inspector at the following address: Solaris Bus & Coach sp. z o.o., ul. Obornicka 46, Bolechowo-Osiedle, 62-005 Owińska with the note "Personal data" or at   
e-mail address: dane.osobowe@solarisbus.com

**2. Purpose of processing your data and the legal bases**

Your data will be processed for the purpose related to a contract awarding procedure and for the purpose related to the conclusion and execution of a contract. The legal basis for their processing is your consent expressed through the act of participation in the procedure and applicable legal regulations,   
in particular:

* Guidelines on the eligibility of expenditure for 2021-2027" of the Minister of Funds and Regional Policy, 18 November 2022, MFiPR/2021-2027/9(1)
* Act of 28 April 2022 on the principles of implementation of tasks financed from European funds in the financial perspective 2021-2027
* Regulation (EU) 2021/1060 of the European Parliament and of the Council of 24 June 2021 laying down common provisions on the European Regional Development Fund, the European Social Fund Plus, the Cohesion Fund and the European Maritime and Fisheries Fund and the financial rules for these funds and for the Asylum and Migration Fund, the Internal Security Fund the Financial Support Instrument for Border Management and Visa Policy;

1. **Data retention period**

Your personal data will be kept for the period necessary to achieve the purposes set forth in sec. 2, and after such time, for the period and within the scope required by the generally applicable law.

**4. Data security**

The Company takes all reasonable steps to ensure appropriate security measures to protect your personal data. The security measures implemented by the Company are adequate to the risk related to personal data processing and they are consistent with the information security framework adopted by the Company and with the corporate management principles and procedures.

**5. Transfer of data to other entities**

* Your data obtained in connection with the contract awarding procedure will be provided to all interested entities and persons, since, as a rule, a contract awarding procedure is implemented in the manner ensuring transparency and fair competition and equal treatment of contractors.
* Limitation of access to your data, as referred to hereinabove, may only occur in specific cases if it is justified by the protection of privacy, as referred to in GDPR or the company secret, as referred to in the “Guidelines on the eligibility of expenditure for 2021-2027” of the Minister of Funds and Regional Policy, 18 November 2022, MFiPR/2021-2027/9(1)
* The recipients of the data included in the documents related to the contract procedure may be entities controlling the contract, in particular a competent implementing, intermediary body or managing authority, the European Commission, the European Court of Auditors, to the extent resulting from the applicable law. In addition, the recipient of the data included in the documents related to the contract awarding procedure may be entities with whom the Employer concluded contracts or an agreement for the support in the execution of contracts, in particular the legal support. Nevertheless, the scope of the data provided to such recipients shall be only limited to the possibility of becoming familiar with such data in connection with the provision of support services. Such recipients are bound by the clause to maintain confidentiality of any data obtained in such circumstances, including personal data.

**6. Transfer of data outside the European Economic Area**

Personal data shall not be transferred outside the European Economic Area.

**7. Your rights related to personal data processing**

In relation to the data obtained in connection with the pending public contract awarding procedure and the conclusion and execution of the contract, you have the following rights:

* the right to access your data and to receive their copies;
* the right to rectify (correct) your data;
* the right to have your personal data deleted, when the data processing is not performed in order to comply with the obligation resulting from the law;
* the right to limit data processing; however, separate regulations may exclude the possibility to exercise this right;
* the right to lodge a complaint with the President of the Office for Personal Data Protection. To exercise the aforementioned rights, please contact the Company (contact details are included in sec. 1).

**8.    Obligation to provide data**

The provision of your personal data is voluntary, and it is also a necessary condition for your participation in the contract awarding procedure and further conclusion of the contract with you. The consequence of the refusal to provide your personal data will be the lack of possibility to participate in the contract awarding procedure conducted by the Company.