

Privacy policy and the use of cookies on the RAVAPI - RAFAŁ BERDYGA website with its registered office in Warsaw.

This document concerns the processing and protection of personal data concerning Users in connection with their use of the website: <https://ravapi.pl/> (hereinafter the "Website").

The administrator of personal data is RAVAPI - RAFAŁ BERDYGA, ul. Wańkowicza 5/15, 02-796 Warsaw. In matters related to the processing of personal data, you can contact the Personal Data Inspector at the following e-mail address: kontakt@ravapi.pl.

Your data is processed by us for the indicated purposes related to the implementation of the services described on the website <https://ravapi.pl/>.

We will process your data only for the duration of the contact and the duration of cooperation with RAVAPI - RAFAŁ BERDYGA until:

- a. we cease to have a legal obligation, obliging us to process your data,
- b. your objection to the processing of your personal data will be accepted - if the basis for the processing of your data was the legitimate interest of the administrator or if the data was processed for direct marketing - depending on what is applicable in a given case and what will take place at the latest.

When processing your personal data and use organizational measures Technical contents are consistent with the applicable laws.

RAVAPI - RAFAŁ BERDYGA based in Warsaw respects the right to privacy of the Users of the <https://ravapi.pl/> website. In particular, it cares for the protection of their personal data and applies appropriate organizational and technical solutions to prevent interference with the privacy of Users by third parties. Our actions are aimed at guaranteeing the User a feeling of full security at a level appropriate to the applicable law, including:

1. Regulation of the European Parliament and of the Council 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46 / EC (general regulation on data protection);
2. The Act of July 18, 2002 on the provision of electronic services;
3. Act of 16 July 2004 Telecommunications Law.

Using the Website of RAVAPI - RAFAŁ BERDYGA is carried out using a secure SSL protocol, which significantly increases the protection of data transmission in the Internet.

Please be advised that the Website may contain external links enabling its Users to reach other websites directly, or when using the Website, cookies may be additionally placed on your device from other entities, in particular from suppliers such as: Facebook, Twitter, Google+, in order to enable you to use the Website's functionalities integrated with these services. Each of the suppliers defines the rules for the use of cookies in their privacy policy, therefore we have no influence on the privacy policy of the suppliers and the use of cookies. For security reasons, we recommend that, before using the resources offered by other websites or services, each User read the document regarding the privacy policy and the use of cookies, if they have been made available, and if they are not available, contact the administrator of the website or website in for information in this regard.

Dictionary of terms:

- cookie - this is a small piece of information saved by the server on the User's computer, which the server can read when reconnecting from this computer,
- system log - this is information sent to the server by the User's computer at each connection, it may contain various data (e.g. IP number), from which it is possible to more or less precisely determine where the connection came from,
- IP address - an individual number that, as a rule, each computer connected to the Internet has, the IP number can be permanently associated with a given computer (static) or assigned to it for a given connection (dynamic),

- SSL protocol - a special standard for data transmission on the Internet, in which the transmission is encrypted, as opposed to regular transmission, where the transmission is made in clear text.

I. Data Collection

In the scope of using the Website by the User, we store http queries directed to the server. The resources viewed are identified by URL addresses and relate to:

- public IP address of the end device from which the inquiry came;
- User station names - identification performed by the http protocol, if possible;
- User name provided in the authorization process;
- time of inquiry;
- the first line of the http request;
- http response code;
- the number of data sent by the server;
- URL address of the page previously visited by the User (so-called referrer link) - in the case when the Website was accessed via an external link;
- information about the User's browser;
- information about errors that occurred during the execution of the http transaction.

The above-mentioned data is not associated with specific people browsing the Website.

The websites do not automatically collect any information, except for information contained in cookies. The information collected in this way is used, among others down:

1. Website management;
2. identifying possible security threats;
3. research on Users' aggregated traffic on the Website and for statistical purposes, including the use of Google Analytics and GetResponse, only in the case when additional mailing campaigns are conducted;

In the scope of using the Website's functionality, the User may, however, be asked to provide the following personal data:

- first name and last name;
- e-mail address (e-mail address);
- Phone number;
- address;
- the content of the contact message;
- Bank account number;
- PESEL number
- document numbers / series (ID cards, passports, driving licenses, residence cards and others)
- information about no criminal record
- information about possible other sources of income
- documents related to claims (e.g. letters from bailiffs, courts, police)
- documents with vehicles of cooperating persons
- information about owned cars

Providing the data indicated above is voluntary, but without providing it, it may not be possible to use the Website in terms of functionalities that require it (e.g. handling the contact form).

II. Processing of personal data

Data collected through the Website regarding the User may be used to determine the adaptation of the Website content to the User's needs and to answer the User's inquiry made using the contact form.

Users' personal data collected is not transferred to international organizations or to third countries. Personal data may be processed by other entities in accordance with EU or national law.

Personal data collected through the forms for which the User has consented are processed for the purpose and for the period necessary to properly handle the task. The details are specified in the relevant clauses under specific forms.

User rights

You have the right to request:

- a. access to your personal data
- b. rectify them
- c. removal
- d. processing restrictions
- e. transfer the data to another administrator, as well as the right to object at any time to the processing of your data:
 - a. for reasons related to your particular situation,
 - b. to the processing of personal data concerning you, based on art. 6 sec. 1 lit. f GDPR (i.e. on the legitimate interests pursued by the administrator),
 - c. if personal data are processed for direct marketing purposes.

If you believe that your data is being processed unlawfully, you can submit a complaint to the supervisory authority.

We use the services of external entities to which your data may be transferred. Below is a list of these entities:

- a. people cooperating with us on the basis of civil law contracts, supporting our current activities
- b. the provider of the software needed to run the website
- c. hosting provider
- d. provider of software that facilitates running a business (e.g. accounting software)
- e. accounting office, lawyers and financial advisers.

Do you want to exercise your personal data rights? Or maybe you just want to ask about something related to our Privacy Policy? Write to the e-mail address: kontakt@ravapi.pl

III. Use of cookies

The website, in accordance with art. 173 of the Act of 16 July 2004 Telecommunications Law, uses cookies that constitute IT data, in particular text files, which are stored on the User's end device. Cookies usually contain the name of the website they come from, the storage time on the end device and a unique number.

Cookies are used for the following purposes:

1. make it easier for the User to use the Website while browsing it;
2. subsequent association of the User in the event of reconnecting the Website with the device on which they were saved;
3. creating statistics that help to understand how Website Users use websites, which allows improving their structure and content;
4. adjusting the content of the Website pages to the User's specific preferences and optimizing the use of websites, tailored to the individual needs of the User;

As part of the website, we use the following types of cookies:

- "Session" - are stored on the User's end device until logging out, leaving the website or turning off the web browser;
- "Permanent" - stored in the User's end device for the time specified in the parameters of Cookies or until their removal by the User;
- "Performance" - they enable the collection of information on the use of the Website pages;
- "Necessary" - enabling the use of services available on the Website;
- "Functional" - making it possible to remember the settings selected by the User and personalize the User interface;
- "Own" - posted by the Website;
- "External" - coming from a website external to the Website;

The information is in no way combined with the personal data of the Website User and is not used to identify the User. The scope of information collected automatically depends on the settings of the User's web browser. The user should check the settings of his browser to find out what information is provided by the browser automatically or to change these settings. For this purpose, we recommend that you read the "Help" of the web browser used.

Changing the conditions of storing or receiving cookies is possible by configuring the settings in web browsers, e.g.

- [in Internet Explorer](#)
- [in the Microsoft Edge browser](#)
- [in the Mozilla Firefox browser](#)
- [in the Chrome browser](#)
- [in the Opera browser](#)
- [in the Safari browser](#)

Software for browsing websites, i.e. a web browser, usually allows cookies to be stored on the User's end device by default. Website users can change the settings in this regard. **The web browser allows you to delete cookies. It is also possible to automatically block cookies.** Detailed information on this subject is included in the help or documentation of the web browser used by the User.

If the User does not want to receive Cookies, he may change the settings of his browser. However, disabling cookies necessary for authentication processes, security or maintaining the User's preferences may make it difficult, and in extreme cases also prevent the use of the Website.

Best Regards

The RAVAPI team