

## **Privacy and cookies policy**

The following privacy policy sets out the rules for saving and accessing data on the devices of users using the Website for the purposes of providing services electronically by the Administrator and the rules for collecting and processing Users' personal data that were provided by them personally and voluntarily via the tools available on the Website. The following privacy policy is an integral part of the Website Regulations, which sets out the principles, rights and obligations of Users using the Website.

### **1. Definitions**

§1. **Website** – website „Pet Study” operating at <https://petstudy.pl/>,

§2. **External service** – websites of partners, service providers or service recipients cooperating with the Administrator,

§3. **Website/Data Administrator** – the Website and Data Administrator (hereinafter referred to as the Administrator) is a natural person "Agata Baranowska" residing in Gorzów Wielkopolski, providing services electronically via the Website,

§4. **User** – a natural person for whom the Administrator provides services electronically via the Website,

§5. **Device** – electronic device with software through which the User gains access to the Website,

§6. **Cookies** – data collected in the form of files placed on the User's Device,

§7. **GDPR** – Regulation (EU) 2016/679 of the European Parliament and of the Council of 27th 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,

§8. **Personal data** – information relating to an identified or identifiable natural person ("data subject"). An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or

more factors specific to the physical, physiological, genetic, mental, the economic, cultural or social identity of the natural person,

§9. **Processing** – an operation or set of operations performed on personal data or sets of personal data in an automated or non-automated manner, such as collecting, recording, organizing, structuring, storing, adapting or modifying, downloading, viewing, using, disclosing by sending, disseminating or otherwise making available, matching or combining, restricting, deleting or destroying,

§10. **Restriction of processing** – marking stored personal data in order to limit their future processing,

§11. **Profiling** – any form of automated processing of personal data consisting of the use of personal data to evaluate certain personal aspects relating to a natural person, in particular to analyse or predict aspects relating to that natural person's performance at work, economic situation, health, personal preferences, interests, reliability, behavior, location or movement,

§12. **Consent** – voluntary, specific, informed and unambiguous expression of will by which the data subject, by means of a declaration or an express action, signifies consent to the processing of personal data concerning him or her,

§13. **Breach of personal data protection** – security breach leading to accidental or unlawful destruction, loss, modification, unauthorized disclosure or unauthorized access to personal data transmitted, stored or otherwise processed,

§14. **Pseudonymization** – processing personal data in such a manner that the personal data cannot be attributed to a specific data subject without the use of additional information, provided that such additional information is kept separately and is subject to technical and organizational measures to ensure that the personal data are not attributed to an identified or identifiable person physical,

§15. **Anonymization** – an irreversible data operation process that destroys/overwrites "personal data" making it impossible to identify or link a given record to a specific user or natural person.

## **2. Data Protection Inspector**

§1. Pursuant to Article 37 of the GDPR, the Administrator does not appoint a Data Protection Inspector,

§2. In matters relating to data processing, including personal data, please contact the Administrator directly.

### **3. Types of cookies**

§1. **Internal cookies** – files uploaded and read from the User's Device by the Website's IT system,

§2. **External cookies** – files posted and read from the User's Device by the IT systems of external websites. Scripts of external websites that may place Cookies on User's Devices have been consciously placed on the Website through scripts and services made available and installed on the Website,

§3. **Session cookies** – files uploaded and read from the User's Device by the Website during one session of a given Device. After the session ends, these files are deleted from the User's Device,

§4. **Permanent cookies** – files uploaded and read from the User's Device by the Website until they are manually deleted. Files are not deleted automatically after the end of the Device session, unless the configuration of the User's Device is set to delete cookies after the end of the Device session.

### **4. Security of data storage**

§1. The mechanisms of storing, reading and exchanging data between cookies saved on the User's Device and the Website are implemented through built-in mechanisms of web browsers and do not allow downloading other data from the User's Device or data from other websites visited by the User, including personal data or confidential information,

§2. Internal cookies used by the Administrator are safe for Users' Devices and do not contain scripts, content or information that may threaten the security of personal data or the security of the Device used by the User,

§3. The Administrator takes all possible actions to verify and select website partners in the context of Users' safety. The Administrator selects cooperation

partners with global public trust, but does not have full control over the content of external cookies from external partners. The Administrator is not responsible for the security of cookies, their content and the license-compliant use of Scripts installed on the website from external websites, to the extent permitted by law.

## **5. Cookie control**

§1. The User can at any time change the settings for saving, deleting and accessing data stored in cookies by each website,

§2. Information on how to disable cookies in the most popular computer browsers is available on the suppliers' websites, in specific web browsers,

§3. The User may at any time delete any cookies saved so far using the tools of the User's Device through which the User uses the Website's services,

§4. The administrator uses all possible technical measures to ensure the security of data stored in cookies. However, it should be noted, that ensuring the security of this data depends on both parties, including the User's activity. The Administrator is not responsible for intercepting this data, impersonating the User's session or deleting it as a result of the User's conscious or unconscious activity, viruses, Trojan horses and other spyware that may or may have infected the User's Device. In order to protect themselves against these threats, the user should follow the recommendations for using the Internet,

§5. The Administrator ensures that it makes every effort to ensure that the processed personal data entered voluntarily by Users are safe, access to them is limited and carried out in accordance with their purpose and processing purposes. The Administrator also makes every effort to protect the data held against loss by using appropriate physical and organizational security measures.

## **6. Purposes for which cookies are used**

§1. Cookies are used for:

- a) improving and facilitating access to the Website,
- b) personalization of the Website for Users,
- c) marketing,

- d) remarketing on external websites,
- e) keeping statistics (users, number of visits, types of devices, connection, etc.),
- f) serving multimedia services,
- g) providing social services.

## **7. Purpose of personal data processing**

§1. Personal data voluntarily provided by Users is processed for one of the following purposes:

- a) provision of electronic services,
- b) communication between the Administrator and Users on matters related to the Website and data protection,
- c) ensuring the legally justified interest of the Administrator.

§2. Data about Users is collected anonymously and automatically processed for one of the following purposes:

- a) keeping statistics,
- b) remarketing,
- c) ensuring the legally justified interest of the Administrator.

## **8. Cookies of external websites**

§1. The Administrator of the Website uses Javascript scripts and web components of partners who may place their own cookies on the User's Device. The Website User, in his browser settings, can decide on allowed cookies that can be used by individual websites. Below is a list of partners or their services implemented on the Website that may place cookies:

- a) Social media services: Facebook, Google+,
- b) Content Sharing Services: Instagram,
- c) Maintaining statistics: Google Analytics,
- d) Other services: Google Maps.

§2. Services provided by third parties are beyond the Administrator's control. These entities may change their terms of service, privacy policy, purpose of data processing and the method of using cookies at any time.

## **9. Types of data collected**

§1. The website collects data about Users. Some of the data is collected automatically and anonymously, and some of the data is personal data provided voluntarily by the User when signing up for individual services offered by the Website.

§2. Anonymous data collected automatically:

- a) IP address,
- b) Browser type,
- c) Screen resolution,
- d) approximate location,
- e) opened subpages of the website,
- f) time spent on the subpages of the website,
- g) type of operating system,
- h) address of the previous subpage,
- i) address of the referring page,
- j) browser's language,
- k) Internet connection speed,
- l) Internet service provider.

§3. Data collected during registration:

- a) Name, surname, pseudonym,
- b) E-mail address,
- c) IP address (collected automatically).

§4. Data collected when subscribing to the Newsletter service:

- a) Name/Surname/Pseudonym,
- b) E-mail address,
- c) IP address (collected automatically).

§5. Data collected when adding a comment:

- a) Name/Surname/Pseudonym,
- b) E-mail address,
- c) Web address,
- d) IP address (collected automatically).

§6. Some data, except for identification data, may be stored in cookies. Part of the data, except for identifying data, may be transferred to a statistical service provider.

## **10. Access to personal data by third parties**

§1. As a rule, the only recipient of personal data provided by Users is the Administrator. Data collected as part of the services provided are not transferred or resold to third parties,

§2. Access to the data (usually on the basis of a Data Processing Agreement) may be granted to entities responsible for maintaining the infrastructure and services necessary to run the website, i.e.: hosting companies providing hosting or related services to the Administrator, companies through which the Newsletter service is provided,

§3. To run the Website, the Administrator uses the services of an external hosting provider, VPS or Dedicated Servers. All data collected and processed on the website are stored and processed in the service provider's infrastructure located in Poland. It is possible to access data as a result of service work carried out by the service provider's staff. Access to this data is regulated by the contract concluded between the Administrator and the Service Provider.

## **11. Method of processing personal data**

§1. Personal data provided voluntarily by Users will not be transferred outside the European Union, unless they have been published as a result of the User's individual action (e.g. entering a comment or entry), which will make the data available to every person visiting the website,

§2. Personal data will not be used for automated decision-making (profiling),

- §3. Personal data will not be resold to third parties,
- §4. Anonymous data (without personal data) collected automatically will be transferred outside the European Union,
- §5. Anonymous data (without personal data) will not be used for automated decision-making (profiling),
- §6. Anonymous data (without personal data) will not be resold to third parties.

## **12. Legal basis for the processing of personal data**

- §1. The website collects and processes Users' data on the basis of:
- a) Regulation (EU) 2016/679 of the European Parliament and of the Council of 27th 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,
  - b) Act of May 10th, 2018 on the protection of personal data (Journal of Laws 2018, item 1000),
  - c) Act of July 16th, 2004, Telecommunications Law (Journal of Laws 2004, No. 171, item 1800),
  - d) Act of February 4th, 1994 on copyright and related rights (Journal of Laws of 1994, No. 24, item 83).

## **13. Personal data processing period of time**

- §1. Personal data provided voluntarily by Users are, as a rule, stored only for the period of provision of the Service on the Website by the Administrator. They are deleted or anonymized up to 30 days from the end of the provision of services (e.g. deletion of a registered user account, unsubscription from the Newsletter list, etc.),
- §2. An exception to the above is a situation that requires securing legally justified purposes of further processing of this data by the Administrator. In such a situation, the Administrator will store the indicated data from the time the User requests their removal, no longer than for a period of 3 years in the event of a



violation or suspected violation of the provisions of the website regulations by the User,

§3. Anonymous statistical data, which do not constitute personal data, are stored by the Administrator in order to maintain website statistics for an indefinite period of time.

#### **14. Users' rights related to the processing of personal data**

§1. Users have the right to access their personal data upon request submitted to the Administrator,

§2. Users have the right to request that the Administrator immediately correct personal data that is incorrect and/or complete incomplete personal data (implemented upon request submitted to the Administrator),

§3. Users have the right to request the Administrator to immediately delete their personal data, which is carried out upon request submitted to the Administrator. In the case of user accounts, deletion of data involves anonymization of data enabling the User's identification. The Administrator reserves the right to suspend the execution of a request to delete data in order to protect the Administrator's legitimate interest (e.g. when the User has violated the Regulations or the data was obtained as a result of correspondence). In the case of the Newsletter service, the User has the option of deleting his/her personal data on his/her own by using link included in each e-mail message sent,

§4. Users have the right to limit the processing of personal data in the cases indicated in Art. 18 GDPR, among others questioning the accuracy of personal data, carried out upon request submitted to the Administrator,

§5. Users have the right to obtain personal data regarding the User from the Administrator in a structured, commonly used, machine-readable format, upon request submitted to the Administrator,

§6. Users have the right to object to the processing of their personal data in the cases specified in Art. 21 GDPR, carried out upon request submitted to the Administrator,

§7. Users have the right to lodge a complaint with the supervisory authority responsible for the protection of personal data.

### **15. Contacting the Administrator**

§1. You can contact the Administrator in one of the following ways:

- a) E-mail address – [petstudypl@gmail.com](mailto:petstudypl@gmail.com),
- b) Contact form – available at: [www.petstudy.pl/contact](http://www.petstudy.pl/contact)

### **16. Website Requirements**

§1. Restricting the recording and access to cookies on the User's Device may result in incorrect operation of some functions of the Website,

§2. The Administrator is not responsible for incorrectly functioning features of the Website if the User limits in any way the ability to save and read cookies.

### **17. External links**

§1. The Website – articles, posts, entries or comments by Users – may contain links to external websites with which the Website Owner does not cooperate. These links and the pages or files indicated under them may be dangerous to the User's Device or pose a threat to the security of the User's data. The Administrator is not responsible for the content located outside the Website.

### **18. Changes to the Privacy and cookies policy**

§1. The Administrator reserves the right to make any changes to this Privacy Policy without the need to inform Users about the use of anonymous data or cookies,

§2. The Administrator reserves the right to make any changes to this Privacy Policy regarding the processing of personal data, about which it will inform Users who have user accounts or are subscribed to the newsletter service via e-mail within 7 days of changing the records. Further use of the services constitutes reading and acceptance of the changes introduced to the Privacy Policy. If the User does not agree with the changes introduced, he is obliged to delete his account from the Website or unsubscribe from the Newsletter service,

§3. Changes implemented in the Privacy Policy will be published on this subpage of the Website,

§4. The implemented changes come into force upon publication.