

Privacy policy

The administrator of <https://husska.com> store is HUSSKA Karolina Brukarczyk-Roguszka, ul. Kazimierza Wielkiego 5d/206, 61-863 Poznań, NIP: 7851419524.

This privacy policy has been structured as a list of questions and answers. Such a form has been chosen in the interest of transparency and clarity of the information presented. Presented below is the list of contents of this policy in the form of questions which we have answered below.

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Should you have any doubts regarding this privacy policy, you can contact us, at any time, by sending an e-mail to the address hello@husska.com.

1: Who is the administrator of your personal data?

The administrator of your personal data is HUSSKA Karolina Brukarczyk-Roguszka, ul. Kazimierza Wielkiego 5d/206, 61-863 Poznań, NIP: 7851419524.

2: Whom can you contact about the processing of your personal data?

While implementing the personal data protection in our organization, we took the decision not to appoint a personal data protection inspector due to the fact it is not obligatory in our situation. With respect to matters related to personal data protection and widely defined privacy, you can contact us at the e-mail address hello@husska.com.

3: What information about you do we have?

Depending on the purpose, we can process the following information about you:

- name and surname,
- home address,
- business seat address,
- NIP address,
- e-mail address,
- phone number,
- data contained in the correspondence addressed to us,
- details of the orders made,
- bank account number,
- IP address,
- image (profile photo),
- activity in response to the newsletters sent.

We have described the scope of the data processed with respect to each purpose of processing. The relevant information can be found in the further part hereof.

§ 4: How have we come into the possession of your personal data?

In the majority of cases you give us the data yourself. This happens when:

- you register the user account,
- you make an order with the store,
- you send complaints or withdraw from the agreement,
- you subscribe for the newsletter,
- you add a comment or an opinion on the product,
- you contact us.

Moreover, some information can be stored automatically by the tools which we use:

- the mechanism underpinning the store and the newsletter system store your IP address,
- the newsletter system mechanism stores information related to the communications sent to you in the newsletter, such as the opening of the message, clicking links, etc.

5: Are your data safe?

We take care of your personal data safety. We have analyzed risks embedded in individual processes of processing your data to next deploy adequate personal data safety and protection measures. We are monitoring the conditions of our IT infrastructure, training our staff, looking at the relevant procedures, implementing necessary improvements. Should you have any questions concerning your personal data, please contact us at the address hello@husska.com.

6: Why do we process your personal data?

There is more than one purpose of doing that. You can find a list of the purposes below along with the more detailed description following. Individual purposes have also been assigned with the relevant legal ground for data processing.

- registration and maintenance of the user account – art. 6 item 1 letter b of GDPR,
- order handling – art. 6 item 1 letter b of GDPR,
- handling a complaint or withdrawal from an agreement – art. 6 item 1 letter f of GDPR,
- newsletter mailing – art. 6 item 1 letter a of GDPR,
- handling comments or opinions on the product – art. 6 ust. 1 lit. a RODO,
- handling correspondence – art. 6 item 1 letter f of GDPR,
- fulfillment of taxation and accounting obligations – art. 6 item 1 letter c of GDPR,
- creating an archive for the purpose of potential necessity to defend, establish or pursue claims, as well as for the purpose of identifying the returning client – art. 6 item 1 letter f of GDPR,
- own marketing – art. 6 item 1 letter f of GDPR.

User account – details

When setting up a user account you have to specify the data necessary to set up an account: e-mail address and password. You give data out of your free will but it is necessary to set up an account.

When editing account data you can give your other data, in particular data which can be used when making orders, such as name and surname, home address or business seat, NIP number (Tax Identification Number), phone number.

Moreover, our system used for handling users' accounts saves your IP number which you were using when registering your user account.

At any time, you can modify your information provided to us in connection with user account registration.

The data you have given us while setting up an account are processed with a view to providing you with an electronic service which enables you to use your user account. This service is provided in line with the agreement concluded based on the rules described in the regulations which means that, in this respect, the legal basis for processing your personal data is art. 6 item 1 letter b of GDPR.

Data will be stored for as long as the user account is active. At any time, you can decide to delete the account, this will not result, however, in deleting information on your orders made by means of the account from our base. Data on the orders are stored in our archive for as long as the store operates to ensure the possibility to identify the returning client, track back

their purchase history, discounts granted, etc. which constitutes our legitimate interest referred to in art. 6 item 1 letter f of GDPR.

Orders – details

When making an order with the Store you have to give data necessary to deliver the order. Depending on the order specification, the catalog of data may vary. For example, if you order physical products, we have to know the address to which we are to deliver the order. If you ask us to write out a VAT invoice to your firm, we have to know the NIP number and the address of your business seat. You give the data voluntarily, but it is necessary to make an order.

Moreover, our system used for handling the order, saves your IP number which you used when making the order.

Each order is saved in our base which means that your personal data assigned to the order are accompanied by the information on the order, such as products ordered, selected payment method, selected method of delivery, payment date.

Data stored in relation to the order, are processed with a view to performing the agreement concluded by way of making the order (art. 6 item 1 letter b of GDPR), issuing an invoice (art. 6 item 1 letter c of GDPR in relation to the regulations which govern the invoice issuing process), factoring in the invoice in the accounting documentation and fulfilling the other tax and accounting obligations (art. 6 item 1 letter c of GDPR in relation to the regulations governing tax and accounting obligations) as well as for archiving purposes in case it is necessary to defend, establish or pursue claims, and identifying the returning client, which constitutes our legitimate interest (art. 6 item 1 letter f of GDPR).

Data on the orders will be processed for as long as necessary to deliver the order, and, next until the claims arising from the agreement become time barred. Moreover, upon the lapse of this term, data can still be processed by us for archiving purposes, in case it is necessary to defend, establish or pursue claims, as well as for the purpose of identifying the returning client. Please remember that we are obliged to store the accounting documentation which may contain your personal data, for as long as legally required.

Complaints and withdrawals from the agreement – details

If you make a complaint or withdraw from the agreement, you give personal data contained in the complaint or in the statement on withdrawal from the agreement; these are name and surname, home address, phone number, e-mail address, bank account number. You give the data voluntarily, but it is necessary to make a complaint or withdraw from the agreement.

The data provided to us in relation to making the complaint or withdrawing from the agreement are used with a view to handling the complaint procedure or agreement withdrawal procedure to next be used for archiving purposes, which represents our legitimate interest (art. 6 item 1 letter f of GDPR).

Data will be processed for as long as necessary to handle the complaint procedure or the agreement withdrawal procedure. Complaint documentation will be stored until the rights arising from the warranty expire. Statements on withdrawal from the agreement will be stored along with the accounting documentation for as long as legally required.

Correspondence management – details

When contacting us, you naturally provide us with your personal data contained in your correspondence, in particular, e-mail address, name and surname. You give the data voluntarily but it is necessary to make a contact.

In this case, your data are processed with a view to contacting you, while the legal basis for processing is art. 6 item 1 letter f of GDPR, i.e. our legitimate interest. The legal basis for processing after the contact ends, is also our legitimate goal of archiving correspondence to ensure we will be able to demonstrate facts in the future (art. 6 item 1 letter f of GDPR).

The correspondence can be archived and we are not able to specify when it will be deleted. You are entitled to demand viewing the history of the correspondence which you have had with us (if it was archived), as well as to demand its deletion, unless its archiving is warranted given our legitimate interests, e.g. defense against your potential claims.

Tax and accounting obligations – details

If we issue an invoice to your name it gets included in the accounting documentation, which will be stored for as long as legally required. Your personal data are thus processed with a view to fulfilling our accounting and tax obligations (art. 6 item 1 letter c of GDPR in relation to the regulations governing tax and accounting obligations).

Archive – details

In the foregoing description of individual objectives behind the processing of particular pieces of personal data, we indicated the terms of storing the personal data. These terms are often connected with the archiving of specific data for the purpose of enabling us to prove specific facts in the future, tracking back the history of the customer relationship, the correspondence exchanged, defending, establishing or pursuing claims. We rely, in this regard, on our legitimate interest referred to in art. 6 item 1 letter f of GDPR.

7: How long will we store your data?

The data processing terms have been indicated separately for each processing purpose. You will find this information in the detailed description of each individual purpose of processing.

We wish to draw your attention to the fact that we will store your data on your orders for as long as our internet store stays operational. We assume that it is beneficial for you as you can track back the history of your purchases, while availing of discounts if we offer such to our regular clients. If, however, you don't want the data on your orders to be stored for that long, you can object to the data being stored for the described purpose at any time. We wish to inform you, however, that we see the legitimate interest in storing the data on the orders

until such time as the claims arising from the agreement concluded with us become time barred.

8: Who are the recipients of your personal data?

We dare to argue that no business can function without services provided by third parties. We avail of such services too. Some of them are related to processing your personal data. External service providers who are involved in processing your personal data are:

- hosting provider, who stores data on the server,
- provider of cloud computing, where back up copies are created which may contain your personal data,
- provider of the mailing system, where your personal data are stored if you are a newsletter subscriber,
- provider of the CRM system, where we store your data with a view to optimizing the customer service process and for archiving purposes,
- provider of the invoicing system, where your personal data are stored in order for the invoice to be issued,
- accounting office, which processes your personal data displayed on invoices,
- an entity, which provides technical services and gets access to your data if the technical works concern areas where personal data are contained,
- other subcontractors, who get access to the data if the scope of the works conducted requires that.

All the foregoing subcontractors process your data based on the agreements on processing personal data concluded with us and guarantee a relevant standard of personal data protection.

Your data are processed to the extent that is required to deliver the order. These subcontractors become independent administrators of your personal data.

If it proves necessary, your data will be provided to a legal advisor or a lawyer who is bound by a professional secrecy. The need may arise from the need to avail of a legal aid requiring an access to your personal data.

Your personal data may also be transmitted to tax offices in the scope required to fulfill accounting-settlement -tax obligations. They are primarily related to all the declarations, reports, statements and other accounting documents, where your personal data are disclosed.

Moreover, should it prove necessary, your personal data may be provided to the entities, authorities or institutions such as police or security services, courts, prosecutor's offices who are legally authorized to view the data.

9: Do we transmit your data to third countries or international organizations?

Yes, some operations of processing your personal data may require the transmission of data to third countries.

We transmit your data to third countries on account of using tools which store personal data on servers located in third countries, in particular the USA. Providers of these tools guarantee the relevant standard of personal data protection by means of adequate compliance mechanisms provided for by GDPR, in particular subscription to the Privacy Shield framework or applying standard contractual frameworks.

Personal data are stored on servers located in third countries by means of the following tools:

- MailChimp mailing system provided by Rocket Science Group LLC, 675 Ponce de Leon Ave NE, Suite 5000, Atlanta, GA 30308, USA – with respect to your name, e-mail address, IP address and statistical information on your reactions to the mails we send,
- Google services as part of the G-Suite package provided by Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland - with respect to all the data which are processed as part of Google services, including the data which are contained in the files synchronized with Google Drive.

Both Rocket Science Group LLC and Google Ireland Limited, ensure the adequate standard of personal data protection by way of applying compliance mechanisms provided for by GDPR, in particular, standard contractual clauses.

We also wish to remind you that we use external tools which may store information on you anonymous to us. We have mentioned that a few times herein, also in the answer to the previous question. Providers of these tools often use servers located globally for storing the information, in particular, in the United States of America (USA).

10: What rights do you have with respect to the processing of your personal data?

GDPR furnishes you with the following potential rights with respect to the processing of your personal data:

- the right to access your personal data and to receive its copy,
- the right to demand rectification (correction) of your personal data,
- the right to demand deletion of your personal data (if, in your opinion, there is no basis for us to process your data, you can demand its deletion),
- the right to demand limitation of processing your personal data (you can demand that we limit the processing of the data exclusively to its storing or performing actions agreed with you, if the data we have is in your opinion incorrect or we process it unjustifiably),

- the right to object to the processing of data (you are entitled to object to the processing of data based on the legitimate interest; you should point to the specific situation which, in your view, warrants our discontinuation of processing subject to your protest; we will discontinue processing your data to this end, unless we prove that the grounds on which we process the data are superior to your rights or that your data are indispensable to establish, pursue or defend claims),
- the right to have the data transferred (you have the right to receive from us your personal data, that you provided to us based on the agreement or your consent, in a structured machine-readable format; you can instruct us to transfer the data directly to another entity),
- the right to withdraw the consent to process your personal data if you have given such a consent,
- the right to make a complaint to a supervisory authority (if you decide that we process data in breach of the law, you can make a complaint about this to the President of the Personal Data Protection Office or another relevant supervisory authority).

The principles related to the exercise of the said rights have been described in detail in art. 16 – 21 of GDPR. We encourage you to familiarize yourself with the regulations. We consider it necessary to advise you that the rights quoted above are not absolute and you will not be entitled to them with respect to all the instances of processing your personal data.

We wish to highlight that one of the foregoing rights is absolute and you are entitled to it in every case - if you decide that we breached the personal data protection law when processing your personal data, you are entitled to make a complaint to the supervisory authority (President of the Personal Data Protection Office).

You can always request us to provide you with information on which of your data we have and for what purposes we process them. It is enough that you send a request to the address hello@husska.com. We have taken every possible effort, though, to include herein all the information that might be of interest to you. You can use the foregoing e-mail address also in the case of any questions about the processing of your personal data.

11: Do we use cookies and what are they?

Like nearly all the other websites, our Store uses cookies.

Cookies are small pieces of text stored on your end device (e.g. computer, tablet, smartphone), which may be read by our tele - IT system (own cookies) or third parties' tele-IT systems (third parties' cookies). Cookies can store specific information which can be accessed by tele-IT systems for specific purposes.

Some cookies we use are deleted after the web search engine ends its browsing session, i.e. following its closure (the so-called session cookies). Other cookies are saved on your device and enable us to identify your browser when you return to our website (permanent cookies).

12: How are we allowed to use cookies?

We use cookies based on your consent, except for the situation when cookies are necessary to provide you with a service electronically.

13: Can this privacy policy be modified?

Yes, we can modify this privacy policy, in particular in view of technological changes in our Store and legal changes. If you are a registered user of the Store, you will be notified of each modification to the privacy policy. Moreover, links to all the archived versions of the privacy policy can be found below.