

RespoTeam Privacy Policy

1. This Privacy Policy is an integral part of the RespoTeam Terms of Service and specifies the rules for the protection of the personal data submitted by our Users.
2. Use of the Platform constitutes acceptance of our Privacy Policy.
3. User personal data are administered by Symetria UX Sp. z o.o. with a registered office in Poznań (60-749), ul. Wyspiańskiego 10/3, entered into the register of entrepreneurs of the National Court Register (KRS) under the following number: 0000521812, tax identification number (NIP): 779-242-40-20, business statistical number (REGON): 302809682, which provides Services via means electronic communication without parties' direct presence (hereinafter referred to as RespoTeam).
4. In order to use the Services, the User is obliged to provide appropriate personal data necessary for the provision of the Services and enabling communication with the User, in particular the following:
 - a. e-mail address,
 - b. password,
 - c. IP number,
 - d. Facebook account data (in the case of access through Facebook),
 - e. date of birth,
 - f. gender,
 - g. address of residence.
5. The submission of personal data is voluntary, but it is necessary for the provision of the Services. RespoTeam does not process sensitive data.
6. RespoTeam processes User personal data only if necessary for the provision of the Services or for contact with RespoTeam Users
7. The User may grant additional consent for processing personal data for the purpose of direct marketing of RespoTeam's Services and for other commercial purposes and to be sent commercial information or a newsletter.
8. The User may freely decide on the scope in which their personal data are processed. In particular, the User may withdraw consent for the use of their personal data for commercial purposes or to be sent commercial information or a newsletter.
9. The User has the right to update, change, remove, and permanently suspend the processing of their personal data, in particular if the personal data are incomplete, out-of-date, incorrect, were made available in violation of the law, or are no longer required for the purpose for which they were collected. The above right may be exercised in particular by means of a declaration of intent sent to the address of RespoTeam.
10. RespoTeam has the right to refuse the removal of data if the retention thereof is necessary for claim settlement or required by applicable law.
11. Access to the data collected by RespoTeam is granted to authorized personnel or co-workers who received adequate authorization for this purpose.
12. Personal data may be made available to entities authorized in accordance with applicable law, in particular to judicial authorities.

13. RespoTeam confirms that they process User data in accordance with the Personal Data Protection Act of 29 August 1997 and that they possess adequate technological and organisational means to ensure appropriate personal data protection to prevent unauthorized parties from gaining access to these data.

RespoTeam Cookies Policy

1. RespoTeam does not automatically collect any information, apart from the content of cookie files.
2. Cookie files are defined as IT data (text in particular) necessary or intended for the use of the Platform, stored on the User's end device. In principle, cookie files contain the name of their website of origin, time of their storage on an end device and unique number.
3. RespoTeam is authorized to send cookie files to the User's end device.
4. The purpose of cookie files is to:
 - a. adjust the content included on the Platform to the needs and preferences of the User and make the use of the Platform more efficient; in particular the IT data specified below enables the detection of the User's device and adjustment of the website to their individual needs,
 - b. organise and process data concerning the needs of the Users and the ways in which they utilize the Platform, enabling the improvement of the structure of the Platform's websites,
 - c. maintain the session of a logged-in User (after logging in) without the necessity of logging in to the Platform again.
5. In principle, the Platform utilizes two types of cookie files: "persistent cookies" and "session cookies". "Persistent" IT data remains on the User's end device until removed by the User, with the reservation that the parameters of cookie files include a final expiry date. "Session" cookies are temporary in nature and are stored on the User's end device as long as the Platform is used (i.e. they are removed when the User logs out of the Platform or turns off the software – web browser).
6. The Platform uses the following types of IT data:
 - a. "functional" cookies, which include data concerning User personal settings, including concerning the interface, e.g. User's country or region of origin, font size, etc.;
 - b. "efficiency" cookies, containing data concerning the methods and efficiency of Platform use;
 - c. "marketing" cookies, used to provide the User with commercial information concerning the services available as part of the Platform;
 - d. "indispensable" cookies, whose download is required to use the services available on the Platform's websites, e.g. IT data for services requiring authorization within the Platform;
 - e. cookies used for ensuring security, e.g. those used for detecting violations associated with unauthorized access to the Platform;

7. Most web browsers (software used for viewing websites) enable the storage of cookie files on the User's end device by default. These settings can be changed exclusively by the Users at any time, in particular by automatically blocking the use of cookie files in web browser settings or displaying a message informing the User every time they are saved on their device. Detailed information concerning the use of the above-mentioned IT data is available in web browser settings.
8. Please be advised that blocking the use of cookie files in part or in whole may limit access to the services offered on the Platform.
9. The IT data (cookie files) stored on the Platform User's end device may be made available to counterparties cooperating with the Platform's operator for purposes such as marketing and promotion.
10. For further information on the IT data listed above go to the "Help" section of the web browser menu.