

**Information for people undergoing professional practice,  
regarding the implementation of obligations arising from Art. 13(1) and (2) of the  
General Data Protection Regulation of April 27, 2016. (GDPR)<sup>1</sup>.**

**I. Administrator**

The administrator of your personal data is Euroafrica Services Limited (Spółka z o. o.) Branch in Poland, ul. Energetyków 3/4, 70-952 Szczecin.

**II. Contact details**

The Administrator has not appointed a data protection officer. However, in all matters relating to the processing of your personal data and the exercise of your rights, you can contact the Data Protection Representative appointed by the Administrator, available at: ul. Energetyków 3/4, 70-952 Szczecin or e-mail: [rodo@euroafrica.com.pl](mailto:rodo@euroafrica.com.pl) or by phone: (+48 91) 814-34-00.

**III. Purposes and legal basis for data processing**

Your personal data is processed for the following purposes.

1. Performance of the internship contract or to take action at your request before concluding it (Art. 6 section 1 letter b of the GDPR).
2. Implementation of the legitimate interest of the Administrator (Art. 6 section 1 letter f of the GDPR), consisting in:
  - a) proper implementation of the contract/agreement with your university or school regarding the practice,
  - b) pursuing possible claims or defending against claims related to the implementation of the practice.

**IV. Data recipients**

Your personal data may be made available to entities providing the Administrator with services in the field of: administration and servicing of IT systems, communications, hosting, mail, banking, legal advice, document destruction and other entities if it is necessary for the implementation of contracts. In addition, your data may be disclosed to public authorities only if an appropriate legal basis is indicated.

**V. Transferring data to a third country**

Your personal data will not be transferred to a third country, i.e. outside the European Economic Area.

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<sup>1</sup> Regulation (EU) 2016/679 of the European Parliament and 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 (General Data Protection Regulation - GDPR).

## VI. Data storage period

Your data will be stored for 3 years, counting from January 1 of the year following the achievement of the goal.

## VII. Information about your rights

You have the following rights:

- ✓ access to the content of your data, including obtaining a copy thereof,
- ✓ rectification and supplementation of data,
- ✓ deletion of data,
- ✓ limiting the processing of your data,
- ✓ data transfer in cases where processing is carried out in an automated manner,
- ✓ raise an objection at any time due to your particular situation related to the processing of personal data pursuant to Article 6 section 1 letter f of GDPR,
- ✓ submit a complaint to the President of the Office for Personal Data Protection or a supervisory authority in another country, according to the jurisdiction specified in Article 4 point 22 of the GDPR,
- ✓ contact with the Data Protection Representative in all matters related to the processing of personal data and the implementation of the above rights.

When exercising your rights, the Administrator will take into account the restrictions resulting from the GDPR and other legal provisions.

## VIII. Information regarding the need to provide data and possible consequences of failure to provide it

Providing data is a contractual condition and necessary to achieve the goal.

## IX. Information about automated decision-making

The administrator does not process personal data in an automated manner, including in the form of profiling, i.e. they do not automatically assess some of your personal factors.