

Privacy Policy

The confidentiality of data and protection of our clients' privacy are of the utmost importance to us. Accordingly, to safeguard your personal data, the Habitat for Humanity Poland Foundation has adopted this policy setting out the rules governing the processing of personal data.

We process your personal data in accordance with Regulation (EU) 2016/679 of the European Parliament and of 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 (the General Data Protection Regulation, hereinafter the "GDPR").

Personal Data Controller

The controller of your personal data is Fundacja Habitat for Humanity Poland (the Habitat for Humanity Poland Foundation), with its registered office in Warsaw at ul. Świętokrzyska 30, 00-116 Warsaw, Poland, entered in the Register of Associations, Other Social and Professional Organisations, Foundations and Independent Public Healthcare Institutions of the National Court Register under KRS number 0000143344 (hereinafter the "Controller").

Contacting the Controller

For matters relating to the processing of personal data and the exercise of data subjects' rights, you may contact the Controller by email at rodo@habitat.pl or by post at the Controller's address.

Sources of Personal Data

Personal data are obtained directly from you or from third parties, such as the entity on whose behalf you act or our partners, as well as from other publicly accessible registers. We also obtain information when you complete a contact form or through cookies.

Categories of Personal Data Processed

When you contact the Controller through the website or using the contact details provided on the website, the Controller processes the data you provide for the purpose of responding to you, including your first name, surname, email address or telephone number, the content of your question or matter raised, and any other data you enter in forms available on the website. In connection with the use of cookies for statistical purposes, the Controller may process the following data: IP address, session duration and frequency of visits to the website.

Purposes and Legal Bases for Processing Personal Data

Purpose of processing	Legal basis
Responding to or contacting a person who has contacted the Controller.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.
Taking steps to enter into, entering into and performing a contract (in particular where you make a financial donation, e.g. through a campaign website), where you are a party to that contract.	Processing is necessary for entering into and performing a contract – Article 6(1)(b) GDPR.
Maintaining contacts necessary to service and perform a contract with the entity on whose behalf you act, and maintaining business relationships.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.
Activities to improve and coordinate the Controller's work, including recording correspondence.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.
Handling complaints and enquiries, maintaining service quality, and establishing, pursuing or defending claims.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.
Compliance with legal obligations imposed on the Controller, including accounting and financial record-keeping, and fulfilling data subjects' rights.	Compliance with a legal obligation to which the Controller is subject – Article 6(1)(c) GDPR.
Contacting individuals to raise funds for the Foundation's statutory purposes.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.
Providing information to persons interested in the Foundation's activities by electronic means and through telecommunications terminal equipment.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.
Collecting website traffic statistics.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.
Responding to data subjects' requests and handling personal data-related submissions.	Compliance with a legal obligation to handle such requests – Article 6(1)(c) GDPR.

Participation in programmes run by the Controller.	Processing necessary to enter into and perform a contract – Article 6(1)(b) GDPR. Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR, consisting of keeping records where required under the Foundation's internal rules, policies, procedures, regulations and instructions. Explicit consent under Article 9(2)(a) GDPR where health data are processed.
Sending acknowledgements of support and donations.	Legitimate interests pursued by the Controller – Article 6(1)(f) GDPR.

Profiling of Personal Data

Your personal data will not be used for automated decision-making, including profiling.

Recipients of Personal Data

The recipients of your personal data will be:

1. personnel authorised by the Controller;
2. entities processing personal data on behalf of the Controller for the purposes for which the data are collected (in particular, providers of IT solutions, IT services and technical support). These entities require access to the data to perform their duties and will have access only to the extent necessary to carry out their assigned tasks;
3. public authorities and entities performing public functions or acting on behalf of public authorities, to the extent and for the purposes provided for by generally applicable law.

Retention Periods for Personal Data

The period for which personal data are processed depends on the purposes and legal bases of processing. Accordingly:

4. data processed to comply with statutory requirements will be retained for as long as required by law;
5. data processed for the conclusion and performance of a contract will be retained for the period necessary to perform and settle that contract, which may, where applicable, be extended by the limitation period for civil claims;
6. data processed on the basis of the Controller's legitimate interests will be retained until an effective objection is raised or the relevant interest ceases to exist. For example, data processed to establish, pursue or defend claims will be retained for the applicable limitation period;
7. data processed on the basis of consent will be retained until consent is withdrawn.

Are You Required to Provide Your Personal Data?

Providing your personal data is voluntary, but necessary to achieve the purpose you wish to pursue, for example, using the website, entering into a contract or receiving a response to your enquiry or the matter you have raised.

The Controller notes that a job applicant is legally required, under Article 22¹ of the Polish Labour Code, to provide the personal data specified in that provision. Failure to provide such data will prevent participation in the recruitment process. Providing personal data beyond the scope specified in Article 22¹ of the Labour Code is voluntary. The Controller declares that failure to provide such additional data may not constitute grounds for less favourable treatment of a job applicant or result in any adverse consequences, in particular grounds for refusing employment.

Your Rights

You have the right to:

8. request access to your personal data, their rectification or erasure, restriction of processing, and data portability;
9. where processing is based on the Controller's legitimate interests, object at any time to the processing of your personal data on grounds relating to your particular situation;
10. where the legitimate interest concerns direct marketing, object at any time to the processing of your personal data for direct marketing purposes without having to provide reasons;
11. withdraw consent at any time, without affecting the lawfulness of processing carried out on the basis of consent before its withdrawal;
12. lodge a complaint with the supervisory authority, namely the President of the Polish Personal Data Protection Office.

Requests to exercise these rights may be submitted using the contact details provided above.

Can Your Personal Data Be Transferred Outside the European Economic Area?

Because the Controller uses Google Analytics and the Facebook Pixel, personal data may be transferred outside the European Economic Area (EEA). In connection with transfers outside the EEA, the Controller has taken steps to use only providers that offer guarantees of a high level of personal data protection.

The Controller ensures that transfers of data to entities operating outside the European Economic Area are subject to appropriate safeguards, namely an adequacy decision adopted by the European Commission or standard contractual clauses in accordance with a European Commission decision.

In relation to transfers of data to the United States, the Controller has taken steps to use only providers that offer guarantees of a high level of personal data protection. These guarantees arise in particular from providers' participation in the EU-US Data Privacy Framework, established under the European Commission's decision of 10 July 2023 finding that the United States ensures an adequate level of protection for personal data under the EU-US Data Privacy Framework.

You have the right to obtain, through us, a copy of the aforementioned standard contractual clauses (or other applicable safeguards for transfers of data outside the EEA).

Social Media Plugins

The websites use social media plugins linking to the Controller's profiles on Facebook, YouTube, LinkedIn and Instagram. These plugins allow users to share specific content or post it on social media. Please note that using these plugins involves an exchange of data between the user and the relevant social media platform or website. The Controller does not process these data and does not know what user data are collected. We therefore encourage you to review the terms and conditions and privacy policies of these social media services before using their plugins.

Security

We protect your personal data against unlawful disclosure to unauthorised persons, unauthorised access, destruction, loss, damage or alteration, and processing that does not comply with the GDPR.

To protect data, we apply technical and organisational measures meeting the requirements of the GDPR, in particular those referred to in Articles 24 and 32, to ensure the confidentiality, integrity and availability of services involving the processing of personal data entrusted to us.

Our affiliated entities, trusted partners and external service providers have undertaken to process data in accordance with our data security and privacy requirements.

Changes to This Policy

We review this Policy regularly and therefore reserve the right to amend it. If you notice that the Policy needs updating, please let us know.