

Privacy Policy

The following Privacy Policy sets out the rules for storing and accessing data on the User's devices using the Service for the purpose of providing electronic services by the Administrator, as well as the rules for collecting and processing personal data of Users provided by them personally and voluntarily through the tools available on the Service.

The following Privacy Policy is an integral part of the Service Regulations, which define the rules, rights, and obligations of Users using the Service.

§ 1 Definitions

- Service - the internet service "Vitworker" operating at the address <https://vitworker.com/>
- External Service - internet services of partners, service providers, or service recipients cooperating with the Administrator
- Service Administrator / Data Administrator - The Administrator of the Service and the Data Administrator (hereinafter referred to as the Administrator) is the company "Vitworker", conducting business at the address: ul. GRUNWALDZKA 235/--- 85-438 BYDGOSZCZ KUJAWSKO-POMORSKIE, with the assigned tax identification number (NIP): 5542945159, with the assigned National Court Register (KRS) number: 0000658417, providing electronic services through the Service
- User - a natural person for whom the Administrator provides electronic services through the Service.
- Device - an electronic device with software through which the User accesses the Service
- Cookies - text data collected in the form of files placed on the User's Device
- GDPR - General Data Protection Regulation, 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.
- Personal Data - means information about 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 and surname, identification number, location data, an online identifier or one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.
- Processing - means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

- **Restriction of Processing** - means marking of stored personal data with the aim of limiting their processing in the future.
- **Profiling** - means 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 concerning that natural person's performance at work, economic situation, health, personal preferences, interests, reliability, behaviour, location or movements.
- **Consent** - means any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.
- **Personal Data Breach** - means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, personal data transmitted, stored or otherwise processed.
- **Pseudonymization** - means the processing of personal data in such a manner that the personal data can no longer 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 natural person.
- **Anonymization** - Anonymization of data is an irreversible process of data operations that destroys / overwrites "personal data" making it impossible to identify or associate a specific record with a particular user or individual.

§ 2 Data Protection Officer

Based on Article 37 of the GDPR, the Administrator has not appointed a Data Protection Officer.

In matters related to data processing, including personal data, please contact the Administrator directly.

§ 3 Types of Cookies

- **Internal Cookies** - files placed and read from the User's Device by the teleinformation system of the Service.
- **External Cookies** - files placed and read from the User's Device by teleinformation systems of external services. Scripts of external services that may place Cookies on the User's Device have been intentionally placed on the Service through scripts and services provided and installed in the Service.
- **Session Cookies** - files placed and read from the User's Device by the Service during a single session of that Device. After the session ends, the files are removed from the User's Device.

- Persistent Cookies - files placed and read from the User's Device by the Service until they are manually deleted. The files are not automatically removed after the Device's session ends unless the User's Device is configured to delete Cookie files after the Device's session ends.

§ 4 Data Storage Security

- Mechanisms for storing and reading Cookie files - The mechanisms for storing, reading, and exchanging data between Cookie files stored on the User's Device and the Service are carried out through built-in mechanisms of web browsers. They do not allow for downloading other data from the User's Device or data from other websites visited by the User, including personal data or confidential information. Transferring viruses, Trojans, and other worms to the User's Device is also practically impossible.

- Internal Cookies - The Cookie files used by the Administrator are safe for Users' Devices and do not contain scripts, content, or information that could threaten the security of personal data or the security of the User's Device.

- External Cookies - The Administrator takes all possible actions to verify and select service partners regarding User security. The Administrator selects well-known, large partners with a global social trust. However, the Administrator does not have full control over the content of Cookie files originating from external partners. The Administrator is not responsible for the security of Cookie files, their content, or their use in compliance with the license by the scripts installed in the service that come from external services, to the extent permitted by law. The list of partners is provided in the further part of the Privacy Policy.

- Control of Cookie Files

- The User can change settings related to saving, deleting, and accessing data stored in Cookie files by any website at any time.

- Information on how to disable Cookie files in the most popular computer browsers is available on the website: [how to disable cookies](#) or at one of the specified providers:

- [Managing Cookie files in the Chrome browser](#)

- [Managing Cookie files in the Opera browser](#)

- [Managing Cookie files in the FireFox browser](#)

- [Managing Cookie files in the Edge browser](#)

- [Managing Cookie files in the Safari browser](#)

- [Managing Cookie files in Internet Explorer 11](#)

- The User can delete all Cookie files stored so far at any time using the tools of the User's Device through which the User uses the services of the Service.

- **User Threats** - The Administrator applies all possible technical measures to ensure the security of data placed in Cookie files. However, it should be noted that ensuring the security of this data depends on both sides, including the User's activity. The Administrator is not responsible for intercepting this data, impersonating the User's session, or deleting it due to the User's conscious or unconscious actions, viruses, Trojans, and other spyware that may infect or have infected the User's Device. Users should follow safe internet usage practices to protect themselves from these threats.

- **Personal Data Storage** - The Administrator ensures that all efforts are made to ensure that the personal data voluntarily provided by Users is secure, with limited access and processed in accordance with its purpose and processing objectives. The Administrator also ensures that all efforts are made to protect the data held against loss, using appropriate physical and organizational security measures.

§ 5 Purposes for which Cookie Files are Used

- Improving and facilitating access to the Service
- Personalizing the Service for Users
- Marketing, Remarketing on external services
- Advertising serving services
- Keeping statistics (users, number of visits, types of devices, connection, etc.)
- Providing multimedia services
- Providing social services

§ 6 Purposes of Personal Data Processing

Personal data voluntarily provided by Users are processed for one of the following purposes:

- Providing electronic services:
- Newsletter services (including sending advertising content with consent)
- Communication between the Administrator and Users regarding the Service and data protection
- Ensuring the legitimate interest of the Administrator

Anonymously and automatically collected data about Users are processed for one of the following purposes:

- Keeping statistics
- Remarketing
- Serving ads tailored to Users' preferences

- Ensuring the legitimate interest of the Administrator

§ 7 Cookies from External Services

The Administrator uses JavaScript scripts and web components from partners in the Service, who may place their own cookies on the User's Device. Remember that in your browser settings, you can decide which cookies are allowed to be used by individual websites. Below is a list of partners or their services implemented in the Service that may place cookies:

- Social services / integrated:

(Registration, Login, content sharing, communication, etc.)

- Facebook

- LinkedIn

- Newsletter services:

- Freshmail

- MailChimp

- Mailerlite

- GetResponse

- Keeping statistics:

- Google Analytics

- SEMrush

- Ahrefs

- Facebook Analytics for Apps

Services provided by third parties are beyond the control of the Administrator. These entities may change their terms of service, privacy policies, purposes of data processing, and methods of using cookies at any time.

§ 8 Types of Data Collected

The Service collects data about Users. Some data is collected automatically and anonymously, while some data is personal data voluntarily provided by Users when registering for various services offered by the Service.

Automatically collected anonymous data:

- IP address

- Browser type

- Screen resolution
- Approximate location
- Viewed subpages of the service
- Time spent on a specific subpage of the service
- Operating system type
- Previous page address
- Referring page address
- Browser language
- Internet connection speed
- Internet service provider
- Demographic data (age, gender)

Data collected during registration:

- First name / last name / pseudonym
- Username
- Email address
- IP address (collected automatically)

Data collected when subscribing to the Newsletter service:

- First name / last name / pseudonym
- Email address
- IP address (collected automatically)

Some data (without identifying data) may be stored in cookies. Some data (without identifying data) may be transferred to a statistical service provider.

§ 9 Access to Personal Data by Third Parties

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

Access to data (usually based on a Data Processing Agreement) may be granted to entities responsible for maintaining the infrastructure and services necessary for the operation of the service, including:

- Hosting companies providing hosting services or related services for the Administrator

- Companies through which the Newsletter service is provided

Data Processing Agreement - Newsletter

For the purpose of providing the Newsletter service, the Administrator uses the services of a third-party provider such as Freshmail, MailChimp, Mailerlite, GetResponse, etc. Data entered in the newsletter signup form is transferred, stored, and processed by this external service provider.

Please note that the mentioned partner may modify its privacy policy without the Administrator's consent.

Data Processing Agreement - Hosting, VPS, or Dedicated Server Services

To operate the service, the Administrator uses the services of an external hosting, VPS, or dedicated server provider, such as LH.pl Sp. z o.o. All data collected and processed by the service is stored and processed in the infrastructure of the service provider located within the European Union. There is a possibility of accessing data as a result of service work performed by the provider's staff. Access to this data is governed by an agreement between the Administrator and the Service Provider.

§ 10 Method of Processing Personal Data

Personal data voluntarily provided by Users:

- Personal data will not be transferred outside the European Union unless they have been published as a result of the individual actions of the User (e.g., posting a comment or entry), which will make the data accessible to anyone visiting the website.
- Personal data will not be used for automated decision-making (profiling).
- Personal data will not be sold to third parties.

Anonymous data (without personal data) collected automatically:

- Anonymous data (without personal data) may be transferred outside the European Union.
- Anonymous data (without personal data) may be used for automated decision-making (profiling).

Profiling of anonymous data (without personal data) does not produce legal effects or similarly significantly affect the individual to whom the data subject to automated decision-making relates.

- Anonymous data (without personal data) will not be sold to third parties.

§ 11 Legal Bases for Processing Personal Data

The Service collects and processes User data based on:

- 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 (General Data Protection Regulation)

- Article 6(1)(a)

the data subject has given consent to the processing of his or her personal data for one or more specific purposes

- Article 6(1)(b)

processing is necessary for the performance of a contract to which the data subject is a party or in order to take steps at the request of the data subject prior to entering into a contract

- Article 6(1)(f)

processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party

- Act of 10 May 2018 on the protection of personal data (Journal of Laws 2018, item 1000)

- Act of 16 July 2004 Telecommunications Law (Journal of Laws 2004, No. 171, item 1800)

- Act of 4 February 1994 on Copyright and Related Rights (Journal of Laws 1994, No. 24, item 83)

§ 12 Data Processing Period

Personal data voluntarily provided by Users:

As a rule, the provided personal data is stored only for the period of service provision within the scope of the Service by the Administrator. They are deleted or anonymized within 30 days from the end of the service provision (e.g., deleting a registered user account, unsubscribing from the newsletter, etc.).

An exception is a situation that requires securing the legally justified purposes of further data processing by the Administrator. In such a situation, the Administrator will store the specified data, from the moment of the User's request for their deletion, for no longer than 3 years in the event of a breach or suspicion of a breach of the provisions of the Service's regulations by the User.

Anonymous data (without personal data) collected automatically:

Anonymous statistical data that do not constitute personal data are stored by the Administrator for an unspecified period for the purpose of maintaining service statistics.

§ 13 User Rights Related to Personal Data Processing

The Service collects and processes user data based on the following user rights:

- Right to access personal data:

Users have the right to access their personal data, which is implemented upon request submitted to the Administrator.

- Right to rectify personal data:

Users have the right to request the Administrator to promptly correct inaccurate or incomplete personal data.

- Right to erasure of personal data:

Users have the right to request the Administrator to promptly erase their personal data. In the case of user accounts, data erasure involves anonymizing data that allows user identification. The Administrator reserves the right to suspend the execution of a data erasure request to protect the Administrator's legitimate interests (e.g., when a user has violated the Terms and Conditions or data has been obtained through correspondence).

For the Newsletter service, users have the option to delete their personal data themselves by using the link provided in each email message.

- Right to restrict personal data processing:

Users have the right to restrict the processing of their personal data in cases specified in Article 18 of the GDPR, including challenging the accuracy of personal data.

- Right to data portability:

Users have the right to receive their personal data from the Administrator in a structured, commonly used, and machine-readable format upon request.

- Right to object to personal data processing:

Users have the right to object to the processing of their personal data in cases specified in Article 21 of the GDPR.

- Right to lodge a complaint:

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

§ 14 Administrator Contact

You can contact the Administrator using one of the following methods:

- Mailing Address: Vitworker, ul. GRUNWALDZKA 235/--- 85-438 BYDGOSZCZ KUJAWSKO-POMORSKIE
- Email Address: biuro@vitworker.com
- Phone Number: +48 535 239 565
- Contact Form: available at <https://vitworker.com/kontakt>

§ 15 Service Requirements

- Limiting the storage and access to Cookie files on the User's device may cause some functions of the Service to work improperly.
- The Administrator is not responsible for any malfunctions of the Service's functions if the User restricts the ability to store and read Cookie files in any way.

§ 16 External Links

In the Service - articles, posts, entries, or comments by Users may contain links to external websites with which the Owner of the service does not cooperate. These links and the pages or files they point to may be dangerous for your Device or pose a security risk to your data. The Administrator is not responsible for the content located outside the Service.

§ 17 Changes to the Privacy Policy

- The Administrator reserves the right to make any changes to this Privacy Policy without the need to inform Users in the scope of the application and use of anonymous data or the use of cookies.
- 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 with user accounts or subscribed to the newsletter service via email within 7 days of the change. Further use of the services implies familiarity with and acceptance of the introduced changes to the Privacy Policy. In the event that a User does not agree with the introduced changes, they are obligated to delete their account from the Service or unsubscribe from the newsletter service.
- The introduced changes to the Privacy Policy will be published on this subpage of the Service.
- The introduced changes take effect upon their publication.