

The website does not automatically collect any information, except for information contained in cookie files.

Cookie files (so-called "cookies") are IT data, in particular text files, which are stored in the Website User's end device and are intended for using the Website's websites. Cookies usually contain the name of the website from which they originate, their storage time on the end device and a unique number.

The entity that places cookies on the Website User's end device and accesses them is the operator of the guest house, www.jor-consulting.de based at Buchenpfad 8 Buchenpfad 8 Köln 50767 Deutschland

Cookies are used to:

- a) adjusting the content of the Website pages to the User's preferences and optimizing the use of websites; in particular, these files allow to recognize the device of the Website User and properly display the website, tailored to his individual needs;
- b) create statistics that help to understand how Website Users use websites, which allows improving their structure and content;

The Website uses two basic types of cookies: session cookies and persistent cookies. Session cookies are temporary files that are stored on the User's end device until logging out, leaving the website or turning off the software (web browser). Persistent cookies are stored on the User's device for the time specified in the cookie file parameters or until they are deleted by the User.

The Website uses the following types of cookies:

- a) "necessary" cookies, enabling the use of services available on the Website, e.g. authentication cookies used for services that require authentication on the Website;
- b) cookies used to ensure security, e.g. used to detect fraud in the field of authentication on the Website;
- c) "performance" cookies, enabling the collection of information on the use of Website pages;
- d) "functional" cookies, which allow "remembering" the settings selected by the User and personalization of the User's interface, eg in terms of the language or region of the User's origin, size of the font, appearance of the website, etc .;
- e) "advertising" cookies, enabling users to provide advertising content more tailored to their interests.

In many cases, software used for browsing websites (web browser) allows cookies to be stored in the User's device by default. Website Users can change their cookie settings at any time. These settings can be changed in particular in such a way as to block the automatic handling of cookies in the web browser's settings or inform them of each entry in the device of the Website User. Detailed information about the possibilities and ways of handling cookies are available in the software (web browser) settings.

The Website Operator informs that restrictions on the use of cookies may affect some of the functionalities available on the Website.

Cookies placed on the Website User's end device may also be used by advertisers and partners cooperating with the Website Operator.

More information about cookies is available in the "Help" section in the browser's menu.

The following cookie policy pattern is protected by copyright, which is vested in IAB Poland and has been downloaded from <http://wszystkoociasteczkach>.

Forms

Website Users can willingly provide us with their contact information using one of the forms on the website. Website Users by providing the contact information agree to contact them about our services. The information provided by the Website Users will be kept secured by the Website Operator and will not be shared with any third parties unless Website User agrees to it.

RODO

Privacy Policy refers to the RODO, that is Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals 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). The document specifies what data and on what terms we process and how we care for their security and your rights.

Administrator of personal data

The administrator of your personal data is Joanna Rakowiecka JOR Consulting in Buchenpfad 8 Köln 50767 Deutschland VAT number: DE309082811

If you have any questions regarding the processing of your personal data and your rights, please contact us by email: info@jor-consulting.de

Presentation of the offer of our services

Data scope: In order to prepare and present the offer of our services, we process personal data sent via the contact form: Name and surname, e-mail address, website address, telephone number, query content.

Legal basis: Processing is necessary to take action at the request of the data subject, before concluding the contract art. 6 par. 1 lit. b) and lit. c) ROPE and art. 6 par. 1 lit. f) RODO.

Handling of other queries from the contact form

Data scope: In order to answer inquiries not being a request for presenting our services, we process data sent via the contact form: Name and surname, e-mail address, website address, telephone number, query content.

Legal basis:

Our legally legitimate interest (processing at the request of the data subject).

In the case of personal data obtained in a different way than through the website www.jor-consulting.de (by phone, e-mail, etc.), we also process it only for the purpose for which it was made available and for the time necessary to achieve this goal. In the case of a planned

change of the purpose of processing, we always ask the owner of the personal data for consent and inform about the changing conditions of data processing.

State authorities

We provide your personal data if we are approached by authorized state authorities. The Administrator stores Users' personal data for a period not longer than it is necessary to prepare a personalized offer / process of recruitment / response to other queries and enabling the Administrator to fulfill his obligations. We remind you that users can delete data at any time.

Your rights related to the processing of personal data

You have the right to:

access to your personal data,

correcting personal data,

deletion of personal data,

restrictions on the processing of personal data,

transfer of personal data,

object to the processing of personal data,

withdrawal of prior consent to the processing of personal data.

To use your rights, please contact us at the following email address:

info@jor-consulting.de

If you make a request to us for the execution of the above-mentioned rights, we will respond to your request without delay, but no later than one month after receiving it. However, if - due to the complexity of the request or the number of requests - we will not be able to meet your request within a month, we will meet them within the next two months informing you in advance about the extension.

Security of your data

As the Personal Data Controller of personal data, we make every effort to ensure the security of your personal data.

We undertake to:

secure data against unauthorized access, unauthorized removal, alteration, damage or destruction, allowing personal data to be processed only by persons holding the authorization issued by us, ensuring control over the correctness of personal data processing,

keep records of persons authorized to process personal data, exercise special care so that persons authorized to process such data keep them secret, also after the completion of the Service, keeping the documentation required by law describing the processing of entrusted personal data and technical and organizational measures ensuring protection of processing of such data, ensure that IT and telecommunications equipment and systems used to process personal data comply with the requirements of the Regulation of the Ministry of Interior and Administration of 29 April 2004 on the documentation of personal data being processed and the technical and organizational conditions that equipment and systems should meet .