

PRIVACY POLICY

GENERAL INFORMATION

This privacy policy governs the rules of using the [https://impib.lukasiewicz.gov.pl/ website](https://impib.lukasiewicz.gov.pl/website) (hereinafter referred to as the "**Website**"), including the rules of saving and accessing data on the end devices of the Website users.

The Administrator of the Website and the administrator of personal data processed through the Website is the Łukasiewicz Research Network – Institute of Polymer Materials with its registered office in Toruń (87-100 Toruń), 55 Marii Skłodowska-Curie Street (hereinafter referred to as: "**Administrator**"). Detailed information on the processing of personal data can be found at: <https://impib.lukasiewicz.gov.pl/dane-osobowe/>.

The Website collects data about users (persons using the Website via a web browser). Some of the data is collected automatically and anonymously, and some of the data are personal data provided voluntarily by users through forms placed on the Website.

Anonymous data collected automatically

- Browser type,
- Screen resolution,
- Approximate location,
- Opened subpages of the website,
- Time spent on the relevant subpage of the website,
- Type of operating system,
- Address of the previous subpage,
- Address of the referring party,
- Browser language,
- Internet connection speed,
- Internet Service Provider.

Data collected when using the "We invite you to cooperate"/"Ask for an offer" service

- Name,
- Company name (optional),
- E-mail address,
- Phone number,
- Area of interest of the bidder,
- Information on co-financing the offer,
- Subject and content of the message,
- IP address (collected automatically).

Data collected when you use the "Contact Us" service

- Name,
- E-mail address,
- Phone number (optional),
- Industry represented,
- The content of the message,
- IP address (collected automatically).

Data collected when subscribing to the "Newsletter" service

- E-mail address,
- IP address (collected automatically).

Data collected during the recruitment process "Send us your CV"

- Name and surname of the candidate,
- E-mail address,
- Phone number,
- Education and experience data
- Professional qualifications,
- Data provided voluntarily (cover letter, photo or links to professional profiles),
- IP address (collected automatically).

Some of the data (without identifying data) may be stored in cookies. Some of the data (without identifying data) may be transferred to statistical service providers.

COOKIES POLICY

Through the Website, the Administrator uses cookies (text data stored on the end devices of the Website user) used to collect information regarding the use of the Website by users.

The following cookies are used on the Website:

- **Internal cookies** – files placed and read from the user's device by the ICT system of the Website.
- **External cookies** – files placed and read from the user's device by the ICT systems of external services, specified in point 3 below. Scripts of external websites that may place cookies on the user's devices have been knowingly placed on the Website through scripts and services made available and installed on the Website.
- **Session cookies** – files placed and read from the user's device by the Website during one session of a given device. After the end of the session, the files are deleted from the user's device.
- **Persistent cookies** – files placed and read from the user's device by the Website until they are manually deleted. Files are not automatically deleted after the end of the device session, unless the user's device configuration is set to delete cookies after the end of the device session.

The Website may contain tools or content directing users to external services providing multimedia, social or other services. The Administrator uses javascript scripts and web components of these services on the Website, which may place external cookies on the user's device. The list of external services can be found below.

Multimedia services:

- YouTube.

Social/Combined Services (Registration, Login, Content Sharing, Communications, etc.):

- X,
- Facebook,
- LinkedIn,
- Instagram.

Keeping statistics (optional cookies):

- Google Analytics,
- Google Search Console,
- Google Tag Manager,
- HotJar.

The services provided by these services are beyond the control of the Administrator. The entities providing these services have their own terms of service and their own privacy policies. The User can independently decide on the permitted cookies using the settings of their web browser.

The purpose of the use of cookies by the Website is to improve and facilitate access to the Website, to keep statistics related to the number of users, the number of visits to the Website and the types of devices connecting to the Website. The purposes of the use of external cookies are indicated in the relevant privacy policies of external websites.

The mechanisms for storing, reading and exchanging data between cookies stored on the user's device and the Website are implemented through the built-in mechanisms of web browsers and do not allow for downloading other data from the user's device or data from other websites visited by the user.

The internal cookies used by the Administrator are safe for the users' devices and do not contain scripts, content or information that may threaten the security of personal data or the security of the user's device.

The Administrator uses all possible technical measures to ensure the security of data placed in cookies. In order to protect themselves against potential threats, users should use good practices of safe use of the Internet.

The User may at any time independently change the settings regarding the storage, deletion and access to data stored in cookies by each website.

Information on how to disable cookies in the most popular computer browsers is available on the help pages of browser manufacturers.

The User may delete any cookies stored so far at any time using the tools of the device through which they use the Website's services.