

Privacy Policy

of the gclawyers.eu website, the Law Office of Dr Paweł Mielniczek, Advocate, and Get Compliant sp. z o.o.

Version 1.0, in force from 20 October 2026

Data protection is our daily work. This Privacy Policy explains how we ourselves process personal data in connection with the gclawyers.eu website, our contact channels and our services. It applies to website visitors, people who contact us, our clients and their representatives and staff, other people whose data we receive in the matters we handle, candidates and collaborators, participants in our events, readers of our publications and visitors to the Get Compliant page on LinkedIn.

In short

Who the controllers are. The Law Office of Dr Paweł Mielniczek, Advocate, and Get Compliant sp. z o.o. For anything about your data, simply write to office@gclawyers.eu.

Who is responsible for what. We run the website and the shared contact channels as joint controllers. Each of us is separately responsible for its own services.

Advocate's professional secrecy. Data covered by it is processed by the Law Office. Get Compliant receives it only on the client's instruction.

Cookies. The website uses only necessary cookies, with no analytics or advertising tools.

No trading in data. We do not sell personal data.

Your rights. You can exercise them at any time, including the right to object.

This summary makes the Policy easier to read. Full information follows below.

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1. The controllers

- 1.1 The controllers of personal data are:
- (a) Paweł Mielniczek, advocate, conducting business under the name Usługi Prawne Paweł Mielniczek, Poetów 8c, 03-147 Warsaw, Poland, NIP 5242831693, REGON 367289476, member of the Warsaw Bar, entry no. WAW/Adw/8756, operating under the brand gclawyers.eu (the "Law Office"), and
 - (b) Get Compliant sp. z o.o., with its registered office in Warsaw, Poetów 8c, 03-147 Warsaw, Poland, KRS 0000828291, NIP 5242897829, REGON 385551285 ("Get Compliant"),
- together the "Controllers".
- 1.2 For all matters concerning personal data, you can contact both Controllers through one contact point: e-mail office@gclawyers.eu, telephone +48 792 294 379, postal address Poetów 8c, 03-147 Warsaw, Poland.

2. Who is responsible for what

- 2.1 The Law Office and Get Compliant are joint controllers under Article 26 GDPR for processing related to:
- (a) the gclawyers.eu website (the "Website"), its security and cookies,
 - (b) the shared contact channels: the office@gclawyers.eu mailbox and the telephone number,
 - (c) inquiries received through these channels, until it is established which Controller will handle the matter,
 - (d) coordination of joint orders, in which a client engages both Controllers on the basis of one proposal,
 - (e) joint promotional activities, such as events, webinars and publications,
 - (f) joint recruitment and cooperation with collaborators,
 - (g) shared IT resources, excluding case files covered by advocate's professional secrecy, which only the Law Office controls.
- 2.2 Each Controller is separately responsible for processing related to:
- (a) legal assistance: the Law Office, including data covered by advocate's professional secrecy, conflict-of-interest checks and anti-money laundering obligations,
 - (b) compliance services: Get Compliant, including when acting as data protection officer,
 - (c) its own correspondence sent with its own e-mail signature, its own accounting and tax matters, and the establishment, exercise or defence of its own claims.
- 2.3 When Get Compliant processes personal data on behalf of its client, it acts as a processor under a data processing agreement. The client is then the controller of that data, and this Privacy Policy does not cover that processing.
- 2.4 Data covered by advocate's professional secrecy is processed by the Law Office and by persons bound by that secrecy. Get Compliant receives it only on the client's instruction and only to the extent necessary. At Get Compliant, it is protected by the duty of confidentiality. Inquiries concerning legal matters are handled only by persons bound by advocate's professional secrecy.

3. Essence of the joint controllership arrangement

The Controllers have agreed between themselves how their responsibilities are divided. The essence of that arrangement is as follows:

- (a) Website and shared contact channels: the Controllers fulfil the information obligation jointly through this Privacy Policy. Responsibility for handling an inquiry lies with the Controller whose team handles it.
- (b) Joint controllership for HR purposes, including recruitment and contracts with employees and collaborators: responsibility for ensuring a legal basis (for example, collecting consents) and for fulfilling the information obligation lies with the joint controller that collects the personal data.
- (c) Joint promotional activities: responsibility for ensuring a legal basis (for example, collecting consents) and for fulfilling the information obligation lies with the joint controller that collects the personal data.
- (d) Concluding and performing joint contracts or providing joint services: responsibility for the lawfulness of processing lies with the Controller that performs, or should perform, the given activity.
- (e) Technical and organisational aspects of processing and the implementation of appropriate security measures: responsibility lies with the Controller that controls the given resource processing personal data.
- (f) Rights of individuals: the joint controller that first learned of a request is responsible for handling it. The other joint controller is responsible for handling the request to the extent that it controls the personal data covered by the request forwarded to it.
- (g) Regardless of this arrangement, you may exercise your rights against each of the Controllers. The simplest way is to write to the contact point in section 1.2.

Get Compliant and LinkedIn Ireland Unlimited Company are joint controllers of the data used for statistics of the Get Compliant page on LinkedIn. The essence of their arrangement is available at legal.linkedin.com/pages-joint-controller-addendum.

4. Purposes, legal bases and retention periods

Articles cited below refer to the GDPR unless stated otherwise.

No.	Purpose	Legal basis	Controller	Retention period
1	Running the Website and keeping it secure, including necessary cookies	Art. 6(1)(f): our legitimate interest in providing a secure Website	Joint controllers	Server logs and cookies up to 12 months
2	Answering inquiries received by e-mail or telephone	Art. 6(1)(f): responding to inquiries Art. 6(1)(b): steps taken at your request before entering into a contract	Joint controllers until it is established which Controller handles the matter, then that Controller	For the duration of the correspondence and, if no contract follows, up to 12 months after the last contact
3	Conflict-of-interest checks before accepting a matter	Art. 6(1)(c): obligations under the rules of the advocate's profession Art. 6(1)(f): avoiding conflicts of interest	Law Office	For as long as the records of the matter or inquiry are kept
4	Legal assistance, including representation	Art. 6(1)(b): contract with the client Art. 6(1)(c): legal obligations Art. 6(1)(f): the legitimate interest of the client and the Law Office in providing legal assistance, for data of persons other than the client Art. 9(2)(f): special categories of data, where necessary to establish, exercise or defend legal claims Art. 10: data on criminal convictions and offences, to the extent permitted by law	Law Office	For the duration of the matter and then for the period required by professional rules and limitation periods, in principle up to 10 years after the matter ends
5	Compliance services, including acting as data protection officer	Art. 6(1)(b): contract with the client Art. 6(1)(c): legal obligations Art. 6(1)(f): contact with the client's staff and other people involved in the project	Get Compliant	For the duration of the contract and then until claims become time-barred, in principle up to 6 years after the contract ends
6	Coordinating joint orders	Art. 6(1)(b): contract with the client Art. 6(1)(f): coordinating the work of both Controllers	Joint controllers, each for its own scope	As in rows 4 and 5
7	Anti-money laundering and counter-terrorist financing	Art. 6(1)(c) together with the Act of 1 March 2018 on counteracting money laundering and terrorist financing	Law Office	5 years from the first day of the year following the year in which the business relationship ended or the occasional transaction was carried out
8	Accounting and tax	Art. 6(1)(c) together with accounting and tax laws	Each Controller for its own records	5 years from the end of the calendar year in which the tax payment deadline expired
9	Establishing, exercising or defending claims	Art. 6(1)(f) Art. 9(2)(f) for special categories of data	Each Controller for its own claims	Until the claims become time-barred and any proceedings end

No.	Purpose	Legal basis	Controller	Retention period
10	Marketing our services, including publications on LinkedIn, and with your consent also e-mail or telephone marketing	Art. 6(1)(f): marketing our own services Art. 6(1)(a): consent, which the Polish Electronic Communications Law also requires for e-mail and telephone marketing	Joint controllers for joint activities, otherwise the Controller that collected the data	Until you object or withdraw your consent
11	Recruitment and establishing cooperation	Art. 6(1)(b): steps before entering into a contract Art. 6(1)(c) together with Article 22 ¹ of the Polish Labour Code, for employees Art. 6(1)(a): consent to future recruitment or to providing additional data	Joint controllers for joint recruitment, otherwise the Controller that collected the data	Until the recruitment ends and, with your consent, up to 12 months for future recruitment
12	Running the Get Compliant page on LinkedIn, including messages and page statistics	Art. 6(1)(f): communication with followers and analysis of the page's reach	Get Compliant, and for page statistics jointly with LinkedIn Ireland Unlimited Company	As long as the content is visible on the page or until you object
13	IT security and backup copies	Art. 6(1)(f): security and continuity of our systems	The Controller that controls the given resource	In line with the backup cycle, no longer than 12 months

5. Where our data comes from and what we process

- 5.1 We collect personal data mainly from you. We also receive data from our clients (for example, data of counterparties, witnesses, employees and other people involved in a matter), from public registers (such as the National Court Register, CEIDG and the Central Register of Beneficial Owners) and from other publicly available sources.
- 5.2 We process in particular identification and contact data, information on job title and employer, the content of correspondence, data related to a matter or project, billing data and, for the Website, technical data such as IP address and browser information.
- 5.3 Where data received in connection with legal assistance must remain confidential under advocate's professional secrecy, the Law Office does not inform the people concerned individually (Article 14(5)(d) GDPR).

6. Who receives the data

- 6.1 We share personal data only to the extent necessary, with:
- (a) the other Controller, within the joint controllership described in sections 2 and 3,
 - (b) providers of IT, hosting, e-mail, office software and artificial intelligence tools (for example Microsoft), acting as our processors,
 - (c) accounting offices, banks and payment service providers,
 - (d) postal operators and couriers,
 - (e) cooperating advocates and lawyers and subcontractors of Get Compliant, bound by secrecy or confidentiality,
 - (f) courts, authorities and other entities entitled under the law,
 - (g) LinkedIn Ireland Unlimited Company, in connection with the Get Compliant page on LinkedIn.
- 6.2 We do not sell personal data. We do not share your data with SkillsSurf LLC, a separate company based in the United States, unless you ask us to.

7. Transfers outside the EEA

Some of our service providers may process data outside the European Economic Area. In such cases, we rely on an adequacy decision of the European Commission, including the EU-US Data Privacy Framework for certified recipients, or on standard contractual clauses approved by the European Commission. You can obtain a copy of these safeguards through the contact point in section 1.2.

8. Your rights

8.1 You have the right to:

- (a) access your data,
- (b) have your data rectified,
- (c) have your data erased,
- (d) restrict processing,
- (e) data portability,
- (f) withdraw your consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal,
- (g) lodge a complaint with the President of the Personal Data Protection Office (UODO), ul. Stawki 2, 00-193 Warsaw, Poland, uodo.gov.pl.

8.2 **Right to object.** You may object at any time, on grounds relating to your particular situation, to processing based on legitimate interests (Article 6(1)(f) GDPR). You may object to processing for direct marketing purposes at any time, without giving reasons.

8.3 We respond within one month of receiving your request. Where necessary, we may extend this period by two further months, and we will tell you if we do.

8.4 Your rights may be limited where exercising them would breach advocate's professional secrecy, to the extent permitted by law.

9. Do you have to provide data

Providing personal data is voluntary. It is needed to answer an inquiry, to conclude and perform a contract or to carry out recruitment. In some cases it is required by law, for example for anti-money laundering checks and invoicing. We do not make decisions based solely on automated processing, including profiling, that produce legal effects concerning you or similarly significantly affect you.

10. Cookies

10.1 Cookies are small text files that your browser stores on your device. Local storage in the browser works in a similar way.

10.2 The Website uses only cookies and similar technologies necessary for it to work. They keep the Website secure and correctly displayed and remember that you have closed the cookie notice. They do not require consent and expire after no more than 12 months.

10.3 We will introduce analytics or marketing tools only after obtaining your consent through a banner that lets you accept or refuse them and change your choice at any time. Before that, we will update this section.

10.4 You can manage and delete cookies in your browser settings. Blocking necessary cookies may affect how the Website works.

10.5 The Website contains links to other websites, such as LinkedIn, the C.H. Beck bookstore and online course platforms. Their operators' own privacy rules apply there.

11. How we protect data

We apply technical and organisational measures appropriate to the risk, including encrypted connections, access control and confidentiality obligations of everyone with access to personal data. The Law Office keeps case files covered by advocate's professional secrecy separate from other data.

12. Changes to this Privacy Policy

We may update this Privacy Policy. The current version, with the date from which it applies, is always available on the Website. This version is in force from 20 October 2026.

This Privacy Policy is also available in Polish. In the event of any discrepancy, the Polish version prevails.