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| --- | --- |
| ……………………………….., | ……………………….. |
| place | date |

**Laboratory of Fire Alarm Systems and Fire Automation**

**CNBOP-PIB**

**Nadwiślańska 213, 05-420 Józefów**

**e-mail: pstepien@cnbop.pl ba@cnbop.pl**

Our company would like to make qualification tests of:

|  |  |
| --- | --- |
| Name of product: |  |
| Type of product: |  |

according to (fill in if applicable, cross out if not applicable):

|  |  |
| --- | --- |
| Application for performing a process no. (from Certification Department): |  |
| European/Polish standard: |  |
| Standing for National/European Technical Assessment no. (from Technical Assessment Department): |  | dated: |  |
| Appendix to Regulation of the Polish Minister of the Interior and Administration (Polish O.J. dated 2010, No. 85 position 553) points: |  |
| Other: |  |

Please prepare all necessary documents and send to the address given below (our data needed to prepare test agreement):

|  |  |
| --- | --- |
| Name of the company: |  |
| Address of the company: |  |
| Mailing address (if another than company address) |  |
| VAT number: |  |
| Contact person (name and surname, phone number, e-mail): |  |

Additional information:

|  |  |
| --- | --- |
| The nearest possible date for the delivery of samples for testing: |  |
| The test report in (select the relevant version): | [ ]  Polish language |
| [ ]  English language (for an additional fee) |
| [ ]  in addition an electronic copy of the report (sent to the email address of the contact person) |

Attachments (may be delivered by e-mail):

|  |  |
| --- | --- |
| 1. | Data sheet of product (obligatory) |
| 2. | List of optional functions that the product fulfills (obligatory for product with optional functions) |
| 3.  | Others (optional): |

Yours faithfully,

Fulfilling the information obligation set out in the Articles 13 and 14 of the Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016, hereinafter referred to as “GDPR”, we would like to inform you that the personal data indicated in the application are processed by the Scientific and Research Centre for Fire Protection – National Research Institute, Nadwiślańska 213, 05-420 Józefów (CNBOP-PIB) in order to communicate regarding the ongoing cooperation and implementation of the provisions of this order. The legal basis for the processing of personal data for the aforementioned purposes is to fulfill the obligations necessary to accept and execute the order in accordance with the Article 6 sec. 1b of the GDPR and our legitimate interest in maintaining the contact with the Ordering Party in accordance with the Article 6 sec. 1f of the GDPR. The personal data contained in the application will be processed for the duration of the order and, after its termination, for the time related to the expiry of claims related to the order and for the time stipulated by law, including tax regulations. The personal data provided to us will not be disclosed to third parties, unless it is necessary to fulfill the obligation imposed on us by law, nor will it be transferred to third countries or international organizations. In connection with the personal data processed by us, you have the right to access your personal data, to rectify it, to restrict its processing, to object. If you wish to exercise any of these rights, or if you have concerns about the way we process your data please contact us. Regardless of contact with us, you have the right to make a complaint to the President of the Office for Personal Data Protection at the address of Urząd Ochrony Danych Osobowych, Stawki 2, 00-193 Warszawa, if you find that the processing of your personal data violates the provisions of the Regulation.

You can contact our Data Protection Inspector by sending an e-mail to iod@cnbop.pl.