

Personal data processing principles and data protection system according to the GDPR

The controller of your personal data pursuant to Article 4 (7) of the Regulation of the European Parliament and of the Council (EU) 2016/679 on the protection of natural persons with regard to the processing of the processing of personal data and on the free movement of such data (hereinafter referred to as the GDPR) is the Company:

Drevovýroba Kočíš s.r.o., 45, 053 61 Žehra, Business ID: 44 205 821.

The contact details of the controller are:

Phone number: +421 911 990 304

E-mail: info@drevovyrobakocis.sk

(hereinafter referred to as the "**Controller**")

What is personal data?

Personal data are data relating to an identified natural person, or an identifiable natural person who can be identified directly or indirectly, especially on the basis of a generally applicable identifier, an identifier other than for example, first name, last name, identification number, location data, or online identifier, or based on one or more characteristics or signs that make up its physical identity, physiological identity, genetic identity, psychological identity, mental identity, economic identity, cultural identity or social identity.

What is the processing of personal data?

The processing of personal data is a processing operation or a set of processing operations operations with personal data or sets of personal data, in particular obtaining, recording, organizing, structuring, storing, changing, searching, browsing, using, providing by transmission, dissemination or otherwise, rearranging or combining, limiting, erasing, whether or not performed by automated means or non-automated means. The Operator (Administrator) has no obligation to appoint/designate a Responsible Person.

Sources and Categories of Personal Data:

The operator processes personal data (directly from you) provided by you or personal data obtained based on the fulfillment of your order. Your identification and contact data and data necessary for the performance of the contract.

Legal basis and purposes of the processing:

The legal reason for processing is:

Your consent to the processing of personal data for the purpose of providing direct marketing according to article 6 paragraph 1 letter a) GDPR

Fulfillment of the contract between you and the operator according to article 6 paragraph 1 letter b) GDPR

The processing is necessary for the fulfillment of the legal obligation of the operator according to Article 6 para. 1 letter c) GDPR.

The purpose of processing personal data is:

The purpose of personal data processing is:

Processing your order and exercising the rights and obligations arising from the contractual relationship between you and the operator. When placing an order, the required personal data are necessary for the successful processing of the order according to Art. 6 par. 1 letter b) Regulations (subsequent payment, service delivery, handling of complaints, etc. are also related to this); the processing of the customer's personal data takes place without the customer's consent, since the legal basis for the processing of his personal data for the purpose of fulfilling the contract is a specific contract between the customer and the operator. The provision of personal data is a necessary requirement for the conclusion and fulfillment of the contract, without the provision of personal data it is not possible to conclude the contract or the operator to fulfill its conditions.

The operator does not make automated individual decisions in accordance with Article 22 of the GDPR.

Retention period:

The operator stores personal data:

- For the period necessary for the exercise of rights and obligations arising from the contractual relationship between you and the operator and the exercise of the claim arising from these contractual relationships.

- As long as the consent to the processing of personal data for marketing purposes is revoked.

After the expiry of the personal data storage period which results from Act no. 395/2002 Coll.

The Act on Archives and Registries and on Supplementing Certain Acts, the operator deletes personal data.

Recipients of personal data

Who is the recipient?

The recipient is anyone to whom personal data is provided, regardless of whether it is a third party.

A public authority that processes personal data on the basis of a special regulation is not considered a recipient.

There are persons who participate in the delivery of goods, services, and the realization of payments based on the contract.

The operator does not provide, publish or make available personal data to third countries.

Terms of personal data security

The operator declares that it has taken appropriate personnel, technical and organizational measures to ensure the protection of personal data.

The operator has taken technical measures to secure data storage and storage of personal data in file form.

The operator declares that only persons authorized by him have access to personal data.

Your rights:

Under the conditions set out in the GDPR, you have:

- The right of access to your personal data in accordance with Article 15 of the GDPR.
- The right to rectification of your personal data under Article 16 of the GDPR.
- The right to restrict processing.
- The right to erasure under Article 17 GDPR.
- The right to object under Article 21 GDPR.
- The right to transfer personal data under Article 21 GDPR.
- The right to withdraw consent (electronically or by correspondence.)
- The right to lodge a complaint with the data protection authority if you believe that your data protection rights have been violated.

You also have the right to complain to the Data Protection Authority if you believe that your privacy rights have been violated.

How can you exercise your rights?

a. Right of access to data

You have the right to know whether we are processing your personal data. If we process them, you can ask us to access them. Based on your request, we will issue a confirmation with information about the processing of your personal data. You can submit the application electronically, to the email address info@drevovyrobakocis.sk, or by mail to the correspondence address: Drevovýroba Kočíš s.r.o., 45, 053 61 Žehra, Business ID: 44 205 821.

b. Right to rectification

You have the right to have your personal data that we process correct, complete and up-to-date.

If your personal data is incorrect or out of date, you can ask us to correct or supplement it electronically to the email address info@drevovyrobakocis.sk, or by mail to the correspondence address: Drevovýroba Kočíš s.r.o., 45, 053 61 Žehra, Business No: 44 205 821.

c. Right to erasure

Under certain circumstances, you have the right to have your personal data deleted. You can ask us to delete your data at any time. We will delete your personal data if:

- we no longer need your personal data for the purpose for which you provided them,
- you revoke your consent,

- you object to the processing of your personal data,
- we process your personal data illegally,
- personal data must be deleted in order to comply with a legal obligation,
- if you are a child, or the parent of a child who agreed to the processing of personal data via the Internet.

d. Right to restriction of processing

You can ask us to restrict the processing of your personal data. If we comply with your request, we will only store your personal data and will not work with them further. The processing of your data will be restricted if

- you inform us that your personal data are incorrect, until we verify their correctness,
- we process your personal data illegally, but you do not agree to their deletion and instead request that we only limit the processing of your personal data,
- we no longer need your data, but you need it to prove, exercise or defend your rights
- you object to the processing of your personal data, until we verify whether our legitimate interests outweigh your reasons.

e. Right to data portability

You have the right to request that we provide you with your personal data in electronic form (e.g. XML or CSV file), which will allow you to easily transfer your data to another company. You can also ask us to transfer your personal data directly to the selected company. We will comply with your request if you have provided us with personal data directly and have given us your consent to process it.

f. The right to object

You have the right to object to us processing your personal data. If we process your personal data in the following cases:

- due to our legitimate interest,
- creating a customer profile,
- you can object to their processing if you have personal reasons for doing so.

How can you exercise these rights? You can contact us with your request in any of the following ways: in writing by e-mail: info@drevovyrobakocis.sk, or by post to the following address: Drevovýroba Kočíš s.r.o., 45, 053 61 Žehra, Business ID: 44 205 821.

If you believe that your rights to the protection of personal data have been violated, you have the right to file a complaint with the supervisory authority, which is the Office for the Protection of Personal Data at the address Hraničná 12 820 07 Bratislava 27 Slovak Republic

Identification data:

Business ID: 36064220 VAT

TAX ID: 2021685985

Secretariat of the Office:

+421 /2 3231 3214

E-mail: statny.dozor@pdp.gov.sk

Due to the epidemiological situation in the Slovak Republic, the Office recommends that you make submissions via postal or electronic services (www.slovensko.sk). Submissions in person from 29 November 2021 can only be made in unavoidable cases no later than at 12:00 p.m.