

INFORMATION ON THE PROCESSING OF PERSONAL DATA

We process personal data in accordance with the 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 (hereinafter "the Regulation"), and according to valid Czech legal regulations.

Our contact details

(a) euroAWK s.r.o., with its registered office in Prague 4 - Babákova 2390/2, Chodov, postal code: 148 00, ID number: 241 96 819, file number C 187727 kept at the Municipal Court in Prague;

(b) ORIS Praha, spol. s r.o., with its registered office in Prague 4 - Babákova 2390/2, Chodov, postal code: 148 00, ID number: 430 04 474, file number C 5802 kept at the Municipal Court in Prague.

Each of these companies acts independently as a controller of personal data.

Contact e-mail address for both companies in connection with personal data protection:

gdpr@euroawk.cz.

Personal data processed

- Identification data – e.g. name, surname, academic degree, position, job classification;
- Billing information – e.g. billing address, correspondence address, ID number, VAT number, bank connection;
- Contact details - e.g. telephone number, fax number, e-mail address;
- Data concerning the services we provide - e.g. implementation of advertising campaigns and provision of related services; providing of other works and services operated by us in accordance with the applicable business licenses;
- Data relating to goods / services from suppliers - e.g. personal data provided by suppliers in the context of the supply of goods and / or the services we purchase; - Data concerning landlords - e.g. identification of the real estate they own, restriction of their ownership of the property;
- Communication data - e.g. personal data contained in the communication of clients, potential clients, lessors, potential lessors, suppliers, service providers, employees, representatives and any third parties, including the content of the communication, whatever its form, in which communication takes place;

Use of personal data

We use personal data mainly for the following purposes:

- Fulfillment of the contract - we process personal data for the purpose of fulfilling concluded contracts or based on our legitimate interests; without providing the personal data referred to, we will not be able to properly fulfill the obligations arising from the contract or exercise the relevant rights;
- Fulfillment of legal obligations - we process personal data for the purpose of fulfilling our legal obligations, in particular in the field of accounting and taxation;

- Relations with business partners - personal data in the form of partners business contact details, their statutory representatives, employees or other contact persons we process for the purposes of establishing, maintaining and deepening business relationships partners, sending gifts, congratulations, wishes, invitations, business offers; these we process personal data on the basis of our legitimate interests; provision of personal data in this case is not a legal or contractual obligation and their failure to provide does not have negative consequences for you;

- Archiving - documents regarding our contractual cooperation and communication we will be (in order to protect our legitimate interests, in particular to prove our claims) retain for the duration of our contractual cooperation and for a further 5 years after its termination; it is not a contractual or legal requirement, but a protection of our legitimate interests; furthermore, according to the Value Added Tax Act, we must keep tax documents from You for a period of 10 years from the end of the tax period in which the cooperation took place; after this period, we are only entitled to process your personal data for compatibility purposes or for special purposes such as archiving or statistics; at the same time we guarantee that as part of our processing, personal data is not transferred to third countries outside the European Union (or the EEA) or to international organizations; at the same time personal data processing does not include automated individual decisions or profiling;

- Contact form on the website - potential and existing business partners have the opportunity to contact us via the form on our website; in such a case, we process personal data provided within the framework of this communication; these personal data we process on the basis of our legitimate interests; provision of personal data it is not a legal or contractual obligation, but their non-provision or their limited provision may affect the execution of the request sent via the contact forms;

Sharing of personal data

We share personal data within the scope of valid legal regulations and relevant concluded contracts only with trusted entities that have the status of processors of personal data. We share personal data with them only for the purpose of their processing for us. The processing of personal data takes place on the basis of our instructions. These processors must comply with a strict confidentiality obligation in accordance with the relevant ones legislation and / or contracts we have entered into with them. Our processors are mainly persons and companies that ensure the operation of security systems, delivery of consignments, legal and other consulting services, provision of technical and IT services.

We also share personal data with legal and natural persons, state authorities and public institutions, if we believe in good faith that access to such information, their use, storage and disclosure is reasonably necessary in particular for:

- Compliance with the relevant legislation or an enforceable request from the state administration,
- Application of the relevant contractual conditions, including investigation of their possible breach,
- Procedure aimed at solving fraud, embezzlement, technical complications or security incidents,
- Protection against damage to the rights, property or security of our company, our clients or the public as required or permitted by law. We always make sure that we do not provide more data than is necessary to achieve the given purpose of processing necessarily.

Rights of the data subject

The data subject (i.e. the person whose personal data we process) has the right to the specified extent decide on the handling of its personal data. He can exercise his rights (i) by a data box, (ii) electronically with an electronically verified one by signature via e-mail address: gdpr@euroawk.cz or (iii) in writing at our registered office with a verified signature. The regulations and valid Czech legal regulations are granted to persons who have provided us with their personal data, in particular the following rights: - The right to information and access

- the right to obtain from us information whether personal data they concern, are or are not processed and, if so, they have the right of access to this personal data;
- The right to rectification or addition - the right pointing the administrator to (without undue delay) correct personal data concerning data subject; taking into account the purposes of processing, data subject has the right to update incomplete personal data, or provide additional declaration;
- The right to delete (the right to be forgotten) - the right pointing the administrator to delete personal data concerning the data subject. The controller is obliged to delete personal data without undue delay for any of the reasons referred to in Article 17 of the Regulation;
- The right to restrict processing - the right to restrict processing in the following (i) the entity denies the accuracy of the personal data for the time necessary to so that the controller can verify the accuracy of the personal data, (ii) the processing is unlawful and the data subject refuses to delete the personal data and instead requests a restriction on the use or (iii) the controller no longer needs the personal data for processing, but the data subject requires them for the determination, exercise or defense of legal claims; and (iv) the data subject has raised objection to the processing until it is verified that the administrator's legitimate reasons prevail over the data subject's legitimate reasons.
- Right to portability - the right to obtain personal data concerning it which it has provided to administrator in a structured, commonly used and machine-readable format, and right to transfer this data to another controller without objection from controller to whom the personal data were provided;
- Right to object - the right to object at any time processing for reasons relating to specific situation, in which case (i) processing is carried out under the legal title "legitimate interest" (ii) if personal data are processed for purposes of direct marketing.

If you believe that we are processing your personal data in violation of the Regulation, you have the right to file a complaint to one of the competent supervisory authorities, in particular in the Member State of your permanent residence performance of the work or the place of the alleged infringement. For the territory of the Czech Republic, the supervisory body is the Office for personal data protection, with registered office: Lt. Col. Sochora 27, Holešovice, 170 00 Prague 7, Czech Republic, web: www.uoou.cz, phone: +420 234 665 111