

Controller's Duty to Inform

Information on the Processing of Personal Data and Data Subject Rights

Controller:

euroAWK, spol. s.

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Registration Number (IČO): 35808683

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A data subject's personal data is processed by the Controller in accordance with the General Data Protection Regulation (GDPR) and Act 18/2018 Coll. on the Protection of Personal Data, as amended. Personal data will be processed and stored securely, in compliance with the Controller's security policy, solely for a specific, predetermined purpose and only for the period necessary to fulfil that purpose. Access to your personal data will be granted exclusively to individuals authorized by the data controller to process personal data based on the Controller's instructions, in compliance with the Controller's security policies. The Controller carries out the following processing activities and processes personal data within the following information systems ("IS"):

Processing Activities / IS

Accounting Documents

The purpose of processing the personal data provided to the extent specified is the Controller's bookkeeping activities and the processing of accounting documents.

The legal basis for processing personal data consists of specific legal regulations.

Categories of personal data of the data subject: name, surname, address, bank account number, signature, payroll information of employees, business data (trade name, registered office, company registration number, tax identification number, VAT identification number, contact details, etc.).

Category of recipient: the Controller may disclose personal data of data subjects from this information system to an accounting service provider, an IT support provider, supervisory and regulatory authorities, and other authorized entities.

The Controller retains personal data **from the moment it is obtained for the period necessary to fulfil the purpose of processing and in accordance with applicable tax legislation.**

Provision of personal data is a **legal** requirement. Specific legal regulations require data subjects to provide personal data. If the data subject refuses to provide the mandatory data, the Controller will not be able to achieve the purpose of processing.

Contracts with Site Lessors

The purpose of processing the personal data provided to the extent specified is **leasing of advertising space from property owners for the installation of advertising structures, including the registration of contracts and related documentation.**

The legal basis for processing personal data is the contractual or pre-contractual relationship between the Controller and the data subject.

Categories of personal data of the data subject: name, surname, date of birth, personal identification number, address, telephone contact, e-mail contact, signature, and data from the land registry.

Category of recipient: the Controller may disclose personal data of data subjects from this information system to an IT support provider, supervisory and regulatory authorities, law enforcement authorities, courts, and other authorized entities.

The Controller retains personal data **from the moment it is obtained for the period necessary to fulfill the purpose of processing and to protect the Controller's legitimate interests, for a maximum of four years after the termination of the contract.**

The provision of personal data by the data subject is a requirement necessary for entering into a contract and for fulfilling the Controller's legitimate interests; if the data subject refuses to provide personal data, the Controller will not be able to fulfil the intended purpose.

Client Contracts

The purpose of processing the personal data provided to the extent specified is the management of **contractual and pre-contractual relationships with clients, including orders related to the Controller's business activities and the registration of clients.**

The legal basis for processing personal data is the contractual or pre-contractual relationship between the Controller and the data subject.

Categories of the data subject's personal data: business data, name, surname, address, registered office, company registration number, tax identification number, VAT identification number, bank account number, signature, and contact details (e-mail, telephone).

Category of recipient: the Controller may disclose personal data of data subjects from this information system to an IT support provider, supervisory and regulatory authorities, law enforcement authorities, courts, and other authorized entities.

The Controller retains personal data **from the moment it is obtained for the period necessary to fulfil the purpose of processing and to protect the Controller's legitimate interests, for a maximum of 4 years after the termination of the contract.**

The provision of personal data by the data subject is a requirement necessary for entering into a contract and for fulfilling the Controller's legitimate interests. If the data subject refuses to provide personal data, the Controller will not be able to fulfil the purpose of processing or provide the requested service.

Marketing

The purpose of processing the personal data provided to the extent specified is the **sending of information about news, promotions, competitions, products, customer satisfaction analysis, and similar activities.**

The legal basis for processing personal data is the data subject's consent.

Categories of personal data of the data subject: e-mail address, telephone number, given name(s), surname, or trade name. **Category of recipient:** the Controller may provide personal data of data subjects from this information system to an IT support provider, supervisory and regulatory authorities, and other authorized entities.

Personal data is retained by the Controller **from the moment of collection only for the period necessary to achieve the purpose of processing, but no longer than until the data subject withdraws consent.**

The provision of personal data by the data subject is a requirement necessary to achieve the purpose of processing. The data subject is not obliged to grant consent for the processing of personal data for this purpose and is entitled to withdraw such consent from the Controller at any time.

E-shop

The purpose of processing the personal data provided to the extent specified is the **sale of goods and services through the Controller's e-shop, client registration, and contractual and pre-contractual relationships.**

The legal basis for processing personal data is the contractual or pre-contractual relationship.

Categories of personal data of the data subject: contact details – given name(s), surname, telephone contact, e-mail; company details – registration number, tax identification number, VAT identification number, trade name; billing details – address, campaign name, payment-card data.

Category of recipient: the Controller may disclose personal data of data subjects from this information system to an IT service provider, supervisory and regulatory authorities, and other authorized entities.

The Controller retains personal data **from the moment it is obtained for the period necessary to fulfil the purpose of processing and to protect the Controller's legitimate interests, for a maximum of 4 years after the termination of the contract.**

The provision of personal data by the data subject is a requirement necessary for entering into a contract and for fulfilling the Controller's legitimate interests. If the data subject refuses to provide personal data, the Controller will not be able to fulfil the purpose of processing or provide the requested service.

Contact Form

The purpose of processing the personal data provided to the extent specified **is to perform contractual or pre-contractual obligations, including responding to inquiries submitted by prospective or existing customers via the web form.**

The legal basis for processing personal data is the contractual or pre-contractual relationship.

Categories of personal data of the data subject: name or trade name, e-mail address, and telephone number.

Category of recipient: the Controller may disclose personal data of data subjects from this information system to IT service providers, and supervisory and regulatory authorities.

Retention period or criteria for determination: personal data is retained from the moment of collection for the period necessary to achieve the purpose of processing – a maximum of 72 hours or until the Controller responds.

The provision of personal data by the data subject is a requirement necessary for entering into a contract or pre-contractual relationship. If the data subject refuses to provide personal data, the Controller will not be able to fulfil the purpose or respond to the inquiry.

Mail Register

The purpose of processing the personal data provided to the extent specified is the **recording of incoming and outgoing mail, both in physical form and by e-mail, in the analogue incoming-mail register.**

The legal basis for the processing of personal data is the legitimate interest of the Controller.

Categories of personal data of the data subject: given name(s), surname or trade name of the sender or recipient of the mail, and the content of the communication.

Category of recipient: law-enforcement authorities, courts, and, where applicable, supervisory and regulatory authorities. **Personal data retention period or criteria for determining it:** from the moment of collection for the period necessary to achieve the purpose of processing and to fulfil the Controller's legitimate interest, for a maximum of 3 years.

The provision of personal data by the data subject is a requirement necessary for fulfilling the Controller's legitimate interest.

Cookies

The purpose of processing the personal data provided to the extent specified **is to monitor the behavior, actions, and decisions of the data subject on the website.**

The legal basis for processing personal data is the data subject's consent. **Categories of personal data of the data subject: IP address, monitored behavior**

Category of recipient: the Controller may provide personal data of data subjects from this information system to an IT support provider, supervisory and regulatory authorities, and other authorized entities.

Personal data is retained by the Controller **from the moment of collection only for the period**

necessary to achieve the purpose of processing, but no longer than until the data subject withdraws consent.

The provision of personal data by the data subject is a requirement necessary to achieve the purpose of processing. The data subject is not obliged to grant consent for the processing of personal data for this purpose and is entitled to withdraw such consent from the Controller at any time.

RIGHTS OF THE DATA SUBJECT

The data subject has the following rights in connection with the processing of their personal data:

Withdrawal of consent – in cases where your personal data is processed based on your consent, you have the right to withdraw this consent at any time. You may withdraw your consent electronically at the e-mail address: puobisova@euroawk.sk, in writing by submitting a notice of withdrawal, or in person. Withdrawal of consent does not affect the lawfulness of processing carried out before its withdrawal.

Right of access – you have the right to obtain a copy of the personal data held about you, as well as information on how your personal data is used.

In most cases, your personal data will be provided to you in written form, unless you request another method of delivery. If you request this information electronically, it will be provided to you electronically where technically feasible.

Right to rectification – appropriate measures have been taken to ensure that the personal data held about you is accurate, complete, and up-to-date. If you believe that the data processed is inaccurate, incomplete, or outdated, please do not hesitate to request that the information be corrected, updated, or supplemented.

Right to erasure (right to be forgotten) – you have the right to request that your personal data be erased, for example, in situations where the personal data collected about you is no longer necessary for fulfilling the original purpose of processing. However, your right must always be assessed in light of all relevant circumstances. For instance, euroAWK may be subject to certain legal or regulatory obligations that may prevent it from complying with your request.

Right to restriction of processing – under certain circumstances, you are entitled to request that your personal data no longer be used. This applies, for example, if you believe that the personal data held about you may be inaccurate, or you believe that it is no longer needed to continue using your personal data.

Right to data portability – under certain circumstances, you have the right to request the transfer of the personal data you have provided to euroAWK to another third party of your choice. However, the right to portability applies only to personal data obtained from you based on your consent or on a contract to which you are a party.

Right to object – you have the right to object to the processing of personal data that is based on euroAWK's legitimate interests. If there is no compelling legitimate ground for the processing and you submit an objection, your personal data will no longer be processed.

Right to lodge a complaint with a supervisory authority – if you believe that your personal data is being processed unfairly or unlawfully, you may lodge a complaint with the supervisory authority, which is the Office for Personal Data Protection of the Slovak Republic, Hraničná 12, 820 07 Bratislava 27; phone: +421 /2/ 3231 3214; e-mail: statny.dozor@pdp.gov.sk, <https://dataprotection.gov.sk>. If you submit a complaint electronically, it must meet the requirements set out in Section 19(1) of Act 71/1967 Coll. on Administrative Proceedings (Administrative Procedure Code).