

as an operator, provides for the purpose of observing justice and transparency vis-à-vis concerned persons this familiarization of the concerned person of processing of personal data pursuant to Articles 13 and 14 of Regulation of the European Parliament and of the Council (EU) 2016/679 from 27 April 2016 on the protection of individuals personal data and on the free movement of such data (hereinafter referred to as the "Regulation") and § 19 of the Act of the National Council of the Slovak Republic no. 18/2018 Coll. on the protection of personal data and on amendments to certain acts under the title

PRINCIPLES OF PROTECTION OF PERSONAL DATA

Purpose of personal data processing in the Register of accounting and tax documents:

As part of the activity, personal data is processed in the processing of accounting documents and the agenda associated with its processing

Range of persons concerned: natural persons - clients, employees

List of personal data: name, surname, title, permanent address, temporary address, telephone number, e-mail address, date of birth, type and identity document number, signature, bank account number of natural person

Legal basis for the processing of personal data: Act no. 431/2002 Coll. on Accounting, as amended, Act no. 222/2004 Coll. on Value Added Tax, as amended, Act no. 40/1964 Coll. Civil Code, as amended, Act no. 152/1994 Coll. on the Social Fund and on the amendment of Act No. 286/1992 Coll. on Income Tax as amended, Act no. 311/2001 Coll. Labor Code, as amended

Beneficiary categories: social insurance company, health insurance companies, tax office and entities to which a special regulation confers the power to decide on the rights and obligations of natural persons: courts, law enforcement bodies and intermediaries: Jana Hrivňáková, Brekov 208, 06601 Brekov, 46047948

The transfer of personal data to third countries is not carried out.

Time limits for the erasure of personal data:

accounting documents	10 years
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Automated decision making, including profiling, does not take place.

In order to comply with the principle of minimization, all personal data provided by you is an indispensable legal requirement for fulfilling the purpose of their processing.

Purpose of personal data processing - Contact form:

Within the scope of the activity, personal data are processed in the client's records for the purpose of sending the answer to the question

Range of persons concerned: natural persons - clients

List of personal data: title, name and e-mail

Legal basis for the processing of personal data: consent of the concerned person

Beneficiary categories: entities to which a special regulation confers the power to decide on rights and obligations of natural persons: courts, law enforcement authorities and intermediaries: Inet.sk, s. r. o., Radvanská 25 Banská Bystrica 974 05, 45 543 372

The transfer of personal data to third countries is not carried out.

Time limits for the erasure of personal data:

contact form	maximum 6 months (in the case of fulfillment of legal obligations or legal claims of the operator according to applicable legislation).
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Automated decision making, including profiling, does not take place.

The concerned person shall have the right at any time to withdraw the consent to the processing of personal data concerning him or her. Revocation of consent shall not affect the lawfulness of the processing of personal data based on consent prior to its withdrawal; the person concerned must be informed of this fact before giving his or her consent. The concerned person may withdraw the consent in the same manner as the consent.

Purpose of personal data processing in the Attendance system with saving the photography:

Within the scope of activities, personal data are processed for the purpose of employee registration, attendance control, material for documents directly related to the employment relationship of employees, or a similar relationship.

Range of persons concerned: natural persons - employees, agreements on work performed outside employment

List of personal data: first name, surname, title, date and time of arrival and departure, personal number, photography

Legal basis for the processing of personal data: Act no. 311/2001 Coll. Labor Code, as amended, §13 para. 1, par. f) of Act no. 18/2018 Coll. on the protection of personal data, as amended

Beneficiary categories: entities to which a special regulation confers the power to decide on the rights and obligations of natural persons: courts, law enforcement agencies and intermediaries: EURO – K s. r. o., Mierová 1850/9 Snina 069 01, 44841043

The transfer of personal data to third countries is not carried out.

Time limits for the erasure of personal data:

attendance records	3 years
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Automated decision making, including profiling, does not take place.

In order to comply with the principle of minimization, all personal data provided by you is an indispensable legal requirement for fulfilling the purpose of their processing.

Purpose of personal data processing in the video camera information system:

The activities involve processing of personal data in order to protect public order and security, detect crime, protect health and property

Range of persons concerned: persons in the area monitored by a camera system

List of personal data:

Legal basis for the processing of personal data: The legitimate interest of the operator

Beneficiary categories: Courts, Persons involved in criminal proceedings - processing is necessary to meet the legal obligation of the operator in accordance with Act 301/2005 Coll. Criminal Procedure Code, as amended, Act no. 162/2015 Coll. Code of Administrative Procedure as amended by Act no. 88/2017 Coll., Act no. 125/2016 Coll., Act on certain measures related to the adoption of the Civil Disputes Code, the Civil Extra-Procedural Code and the Administrative Judicial Code and on amendments and supplements to certain acts, the Competent authority of the state - processing is necessary to fulfill the legal obligation of the operator in accordance with the General Data Protection Regulation

The transfer of personal data to third countries is not carried out.

Time limits for the erasure of personal data:

video camera record	1 day
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Automated decision making, including profiling, does not take place.

In order to comply with the principle of minimization, all personal data provided by you is an indispensable legal requirement for fulfilling the purpose of their processing.

Purpose of personal data processing - Photographs:

As part of the activity, photographs are published on the website of the operator for the purpose of promotion and presentation of the company

Range of persons concerned: natural persons

List of personal data: recording from video cameras

Legal basis for the processing of personal data: consent of concerned person

Beneficiary categories: persons, to which a special regulation confers the power to decide on the rights and obligations of natural persons: courts, law enforcement authorities

The transfer of personal data to third countries is not carried out.

Time limits for the erasure of personal data:

photographs	for the duration of the consent
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Automated decision making, including profiling, does not take place.

The concerned person shall have the right at any time to withdraw the consent to the processing of personal data concerning him or her. Revocation of consent shall not affect the lawfulness of the processing of personal data based on consent prior to its withdrawal; the person concerned must be informed of this fact before giving his or her consent. The concerned person may withdraw the consent in the same manner as the consent.

Purpose of personal data processing in the job seekers register:

The activity involves the processing of personal data when registering job seekers

Range of persons concerned: Natural persons – job seekers

List of personal data: name, surname, title, permanent residence, temporary residence, date of birth, telephone number, education, experience, e-mail address, other details in the CV, cover letter and job application

Legal basis for the processing of personal data: Consent of the concerned person

Beneficiary categories: persons, to which a special regulation confers the power to decide on the rights and obligations of natural persons: courts, law enforcement authorities

The transfer of personal data to third countries is not carried out.

Time limits for the erasure of personal data:

curriculum vitae	1 year
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Automated decision making, including profiling, does not take place.

The concerned person shall have the right at any time to withdraw the consent to the processing of personal data concerning him or her. Revocation of consent shall not affect the lawfulness of the processing of personal data based on consent prior to its withdrawal; the person concerned must be informed of this fact before giving his or her consent. The concerned person may withdraw the consent in the same manner as the consent.

Concerned persons for whom personal data are processed for specifically defined purposes may exercise the following rights:

Right to request access to their personal data - Right to modify personal data - Right to delete personal data - Right to restrict the processing of personal data - Right to object to the processing of personal data - Right to transfer your personal data - Right to send a complaint to the supervisory authority that is the Office for Personal Data Protection of Slovak Republic.

The rights of the concerned persons are specified in more detail in Articles 15 to 21 of the Regulation. The concerned persons shall exercise those rights in accordance with the Regulation and other relevant legislation. The concerned person may exercise his / her rights by means of a written application or by electronic means. In the case the concerned person requests information to be given orally, the information may be provided if the concerned person proved his / her identity.

FORMA PLAST, k. s. took all reasonable personnel, organizational and technical measures to maximize the protection of your personal data in order to minimize the risk of misuse. Pursuant to our obligation under Article 34 of the Regulation, we notify you, as concerned persons, if we as an operator violate the protection of your personal data in a way that is likely to lead to a high risk to the rights and freedoms of individuals we will notify you without undue delay.

Legislation and related ways of processing your personal data may change. If we choose to update this policy, we will post changes to our website and inform you of these changes. We will notify you beforehand, if this policy is to be fundamentally changed or when required by law. We ask that you carefully read this policy and when communicating with us or when using our website, to review this policy regularly.

If you have any question about the processing of your personal data, including the exercise of the above rights, you may contact our Corporate Responsible Person EuroTRADING s.r.o. (www.eurotrading.sk), by e – mail to zo@eurotrading.sk. We will properly investigate all your complaints and send you feedback.

If you are dissatisfied with our response, or believe that we are processing your personal data unfairly or unlawfully, you may send a complaint to the supervisory authority, the Data Protection Authority of the Slovak Republic, <https://dataprotection.gov.sk>, Hraničná 12, 820 07 Bratislava 27; tel. number: +421 /2/ 3231 3214; E-mail: statny.dozor@pdp.gov.sk.