

# Information for Customers on Company Personal Data Protection

## Strojírna Litvínov, spol. s r.o.

### 1. STROJÍRNA LITVÍNNOV spol. s r.o. AND PERSONAL DATA PROCESSING

- 1.1. The company Strojírna Litvínov spol. s r. o., Company ID (IČ): 25405756, with its registered office at Na Pavlu 2155, Litvínov, 43601, recorded at the business register of the Regional Court in Ústí nad Labem in section C, insert No.15694 (hereinafter referred to as "**Company**") is an enterprise specializing, in particular, in metalworking, the development and production of axial fans, the development and supply of free fall simulators, and the supply of brewing technologies. In the course of these activities, the Company processes personal data of its customers – the data subjects. Data subjects are customers – natural persons, who, by means of the [www.strl.cz](http://www.strl.cz) website or in person express their interest in the services of the Company, as well as persons entering monitored Company areas.
- 1.2. Company Contact Details: E-Mail: [info@strl.cz](mailto:info@strl.cz) Phone: +420 476 732 530 Address: Na Pavlu 2155, Litvínov, 43601
- 1.3. Personal data processing refers to any operation or batch of operations involving personal data or personal data files, performed with or without the utilization of automated processes, such as the collecting, recording, sorting, structuring, storing, adapting or altering, searching, viewing, using, disclosing via transfers, disseminating or disclosing by any other means, ordering or combining, restricting, deleting, or destroying of personal data.
- 1.4. When processing personal data, the Company, as the administrator of the personal data, is liable for the compliance with all applicable legal regulations of the Czech Republic as well as the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter referred to as "**Regulation**").
- 1.5. For the processing of personal data, the Company has implemented and adheres to general technical and organizational safety and other measures for achieving maximum personal data processing security. The Company requires of its employees to follow these rules in their day-to-day working activities.

### 2. THE PURPOSE OF PERSONAL DATA PROCESSING

- 2.1. The Company processes personal data for the purposes of, in particular,
  - concluding and the performance of contracts between customers and the Company and exercising the rights and fulfilling the obligations that arise from these
  - maintaining user accounts
  - sending of information and business communications to customers, including the sending of personalized advertisements (marketing purposes)
  - profiling (the collecting and the assessment of data on purchasing preferences and habits)
  - its utilization in public Company presentation, e.g. in advertisements and newsletters
  - acquiring operational information, the development of products and services or other supporting activities business procedures

- the storing of personal data for the purposes of assessing, maintaining and improving relations

with the Company's (potential) customers or for improving the Company's services and products

- transferring personal data to third parties (recipients) listed in this Information on Personal Data Processing

2.2. The Company processes personal data in its electronic form, without the use of automated processes. Based on this data, no decision will be made purely by automated means. The Company does not process customer data in print.

## **2. PERSONAL DATA PROVIDED BY A CUSTOMER OF STROJÍRNA LITVÍNŮV, spol. s r.o.**

2.1. Customer personal data – a natural person provides the Company with this data predominantly by means of completing

- their invoicing data, an inquiry form, an order etc. In particular, this means the name, surname, company ID No. (IČ), e-mail address, phone number, and postal address.

Customers are obligated to enter accurate personal data.

## **3. CAMERA SURVEILLANCE AT PREMISES**

3.1. For the purposes of the security of persons and property, the Company monitors some areas with a camera surveillance recording system. This concerns, in particular, facility entrance areas, production halls, the entrance hall of the administrative building. Persons entering the monitored areas are notified about this. Monitored areas are visibly marked. The sole processor of the camera recordings is the Company. Records are only made during working hours/The camera system is recording 24/7. The system makes simple recordings, with no analytic tools being utilized. All available technical means are employed to secure the camera system recordings. Records are kept for a period of up to 30 days. Subsequently they are automatically destroyed. The storage duration of personal data corresponds to the purpose of its processing.

## **4. CUSTOMER PERSONAL DATA WHICH THE COMPANY IS ENTITLED TO USE WITHOUT THE CONSENT OF CUSTOMERS, FOR THE PURPOSES OF PERFORMING CONTRACTS MADE WITH THE CUSTOMERS AND THE MEETING OF RELATED OBLIGATIONS**

4.1. The Company is entitled to process personal data on the basis of legal reasons, which can include the performance of contracts made with customers and the fulfilling of related obligations (e.g. processing customer claims), the fulfilling of the Company's legal obligations, or the following of rightful interests of the Company. If none of the above legal reasons are present for the Company to commence processing the data, the Company requires the customer's consent to do this.

4.2. Once a contractual relationship has ended, the Company is entitled to process the personal data of a customer only for a period necessary to settle mutual rights and obligations between the Company and the customer.

## **5. CUSTOMER CONSENT TO PERSONAL DATA PROCESSING AND CONSENT DURATION**

5.1. The Company's customer gives the Company their consent to process their personal data for the purposes of

- creating quotations based on inquiries
- profiling (the collecting and the assessment of data on purchasing preferences and habits)

5.2. The customer gives this consent voluntarily, its granting does not arise from any legal requirements. If the customer is younger than 13 years, the consent of their legal representative needs to be acquired.

5.3. The customer's consent becomes effective with the day of the giving the consent. The customer gives this consent until it is withdrawn. If legitimate purposes for processing a customer's personal data cease to exist, the Company will destroy this data even prior to the customer withdrawing their consent.

## **6. PERSONAL DATA RECIPIENTS TO WHOM PERSONAL DATA WILL BE MADE ACCESSIBLE OR TRANSFERRED**

6.1. The Company can also transfer the data to a personal data processor, who can be a person running a business in the field of consulting services (subsidiaries, research and development), PR, marketing and advertising services, who will process the personal data for the above described purposes, a provider of legal, accounting and other services, who works with the Company based on a contract. By involving the processor, the Company does not waive responsibility for the processing of the personal data.

## **7. CUSTOMER RIGHTS**

7.1. The Customer is granted all the rights arising from generally binding legal regulations.

7.2. Based on a written request addressed to the Company, the Customer may inquire about whether or not their own personal data is being processed by the Company's information systems, from what source the personal data had been acquired, the extent or a listing of the personal data processed, request the correction or destruction of their incomplete, incorrect or out-of-date personal data, the destruction of personal data the purpose for the processing of which has ceased to exist or which are being processed without authorization. The Company is to provide the information without unnecessary delay, for a fee not exceeding the necessary costs incurred by the providing the information.

7.3. A customer has the right to raise an objection against the processing of their personal data for purposes other than those for which the personal data had originally been provided, and against the processing of personal data which could infringe on their rights and their legally protected interests without authorization and justification, if such an objection is rightful.

7.4. A customer has the right to demand that the Company grant them access to their personal data, correct the data, restrict the processing of the data, or destroy the data.

7.5. At any time, the customer is entitled to withdraw their consent to the processing of their personal data, without any penalization. If a customer withdraws their consent, it does not affect the legality of the processing of the personal data prior to the withdrawal.

7.6. A customer has the right to submit suggestions, complaints, or to request consulting on protected data issues from the authority supervising the observance of the stipulated obligations regarding the processing of personal data:

**Personal Data Protection Authority (Úřad pro ochranu osobních údajů)**

With its office at Praha 7, Pplk. Sochora 27, 170 00

Tel.: +420 234 665 111

Website: <https://www.uoou.cz>

**8. FINAL PROVISIONS**

8.1. This information about personal data protection becomes effective on the 25th of May 2018 and can be continuously updated.

In Litvínov, on the 25th of May 2018

**Strojírna Litvínov, spol. s r.o.**