

Principles of personal data processing and personal data protection system according to the GDPR regulation

The controller (controller) of your personal data pursuant to Article 4 (7) of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data and on the free movement of such data (GDPR) is **Constario, sro , Drozdia 2, 010 14 Žilina , ID: 36 697 974**

The contact details of the operator are:

Tel. No .: 0948 948 420

e-mail: constario@constario.sk

(hereinafter referred to as the " Operator ")

What is personal information?

Personal data means data relating to an identified natural person, or an identifiable natural person, **which can be identified directly or indirectly, in particular on the basis of a generally applicable identifier** , other identifier such as first name, surname, identification number, location data or online identifier, or on the basis of one or more of the characteristics or traits that make up its physical identity, physiological identity, genetic identity, mental identity, mental identity, economic identity, cultural identity or social identity.

What is personal data processing?

The processing of personal data is a processing operation or set of processing operations with personal data or personal data files, in particular the acquisition, recording, organization, structuring, storage, modification, retrieval, browsing, use, transmission, dissemination or otherwise, regrouping or combining, restriction , erasure, whether 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) that you have provided to him or personal data that he has obtained on the basis of the fulfillment of your order.

Your identification and contact details and the data necessary to fulfill the contract.

Legal reason and purpose of processing:

The legal reason for processing is:

- Performance of the contract between you and the operator pursuant to Article 6 (1) (b) of the GDPR
- Legitimate interest of the operator in providing direct marketing pursuant to Article 6 (1) (f) of the GDPR
- Your consent to the processing of personal data for the purpose of providing direct marketing pursuant to Article 6 (1) (a) of the GDPR

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 ordering, the required personal data is necessary for the successful completion of the order (name, address, contact), according to Art. 6 par. 1 letter b) Regulations (this also applies to the subsequent payment, delivery of goods or services, handling of complaints, etc.); the processing of the customer's personal data takes place *without the customer's consent*, as the legal basis for the processing of his personal data for the purpose of fulfilling the contract is a specific contract concluded at a distance between the customer and the operator. **The provision of personal data is a necessary requirement for the conclusion and performance of the contract**, without the provision of personal data it is not possible to conclude a contract or to fulfill its conditions by the operator.
- Sending marketing offers and doing other marketing activities.

There is no automated individual decision by the operator within the meaning of Article 22 of the GDPR.

Retention period:

The operator stores personal data

- For the time necessary to exercise the rights and obligations arising from the contractual relationship between you and the operator and to exercise the right arising from these contractual relationships.
- Until the consent to the processing of personal data for marketing purposes is revoked
- After the expiration of the period of personal data retention, which follows from Act no. 395/2002 Coll. The Act on Archives and Registries and on Amendments to Certain Acts will delete personal data.

Recipients of personal data

Who is the recipient?

The recipient is **anyone to whom personal data is provided**, regardless of whether they are 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, making payments under 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 repositories and repositories of personal data in file form.

The controller declares that access to personal data is accessible only to persons authorized by it.

Your rights:

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

- The right to access your personal data according to Art. 15 GDPR
- The right to correct personal data according to Article 16 of the GDPR
- Right to restrict processing
- Right of cancellation under Article 17 of the GDPR
- Right to object under Article 21 of the GDPR
- Right of transfer of personal data pursuant to Article 21 of the GDPR
- Right to withdraw consent (electronically or by correspondence)
- The right to file a complaint with the Privacy Office if you believe that your privacy rights have been violated.

You also have the right to file a complaint with the Privacy Office if you believe that your privacy rights have been violated.

How can you fulfill your rights?

a. Right of access to data

You have the right to know whether we process 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 **constario@constario.sk**, or by post to the correspondence address : **Drozdia 2, 010 14 Žilina , ID: 36 697 974**

Right to repair

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 for correction or addition in

electronic form to the email address **constario@constario.sk** , or by mail to the correspondence address : **Drozdia2, 010 14 Žilina , ID: 36 697 974**

Right of deletion

In 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 it to us,
- you withdraw 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 parent of a child who has consented to the processing of personal data via the Internet.

Right to restrict processing

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

- let us know that your personal information is incorrect until we verify its accuracy,
- we process your personal data illegally, but you do not agree to their deletion and instead request that we only restrict the processing of your personal data,
- We no longer need your data, but you do need it to prove, exercise or defend your rights
- you object to the processing of your personal data until we verify that our legitimate interests outweigh your reasons.

Right to data portability

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

The right to object

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

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

Information about cookies

- a) You remain anonymous when using the data controller's services, unless you decide otherwise. With respect to the general Internet connection rules, the information contained in the system logs (eg IP address) is used for technical purposes related to the management of the data controller's servers. IP addresses are also used to collect general statistical demographic data (eg about the region from which the connection was made).
- b) Your web browser may store small text files (cookies) on your computer's disk. Cookies contain information that is necessary for the proper functioning of the services, especially those that require authorization.
- c) Data provider services store cookies on users' computers for the following purposes:
 - better tailoring services to users' needs;
 - generating traffic statistics;
- d) Due to the longevity of cookies and similar technologies, we use two basic types of these files:
 - relational - temporary files stored in the user's end device until logging out, leaving the website and application, or deleting them using software (web browser);
 - permanent - stored in the user's terminal device at a specified time in the parameters of cookies or until the user deletes them.
- e) With regard to the purpose of cookies and similar technologies, we distinguish the following types:
 - Security - used to ensure security, e.g. to detect fraud;
 - performance - enable the collection of information on how the website is used;
 - statistical - to create statistics for websites and applications.
- f) The web browser can be configured to completely disable the ability to store cookies on your computer's hard drive.
- g) You can also find more information about cookies and other technologies on Wikipedia (https://en.wikipedia.org/wiki/HTTP_cookie) or in the Web Browser's Help menu.

How can you exercise these rights?

You can contact us in one of the following ways:

in writing by e-mail to constario@constario.sk, or by post to the address: Drozdia 2, 010 14 Žilina , ID: 36 697 974

In the event that you believe that your personal data protection rights have been violated, you have the right to lodge a complaint with the supervisory authority, which is the Office for Personal Data Protection at

Hraničná 12
820 07 Bratislava 27
Slovak republic

Identification data:

IČO: 36064220

Steuernummer: 2021685985

Office Secretariat:

+421 / 32 3231 3214

Email: statny.dozor@pdp.gov.sk

Filing office : Monday - Thursday: 8:00 - 15:00

Friday: 08:00 to 14:00

