



ZÁSADY OCHRANY OSOBNÝCH ÚDAJOV

za účelom dodržiavania spravodlivosti a transparentnosti voči dotknutým osobám

(spracované na základe článku 13 a 14 Nariadenia Európskeho parlamentu a Rady (EÚ) č. 2016/679 o ochrane fyzických osôb pri spracúvaní osobných údajov a o voľnom pohybe takýchto údajov a § 19 zákona č. 18/2018 Z. z. o ochrane osobných údajov a o zmene a doplnení niektorých zákonov pod názvom)



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INFOLINKA : 055/ 20 20 220

CAMERA INFORMATION SYSTEM

The purpose of processing personal data is to protect the operator's property, to protect the health and the property of affected individuals.

Affected Individuals: individuals within the area monitored by the camera system

List of Personal Data: camera recordings

Legal Basis for Personal Data Processing: Article 6(1)(f) of the GDPR Regulation

Categories of Recipients: entities legally authorized by a specific regulation with the power to decide on the rights and obligations of individuals: courts, law enforcement authorities

No data transfer to third countries.

Data Retention Period:

video recordings	3 days
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Automated decision-making including profiling does not occur.

The main legitimate interest is the protection of the property, financial, and other interests of the operator as well as the protection of the property, life, and health of affected individuals.

CONTACT FORM

The purpose of processing personal data is to record affected individuals sending responses for inquiries.

Affected Individuals: natural persons

List of Personal Data: title, first name and last name, email, subject, and content of the message

Legal Basis for Personal Data Processing: Article 6(1)(a) of the GDPR Regulation

Categories of Recipients: entities legally authorized by a specific regulation with the power to decide on the rights and obligations of individuals: courts, law enforcement authorities and agents:

MICRODAT Ltd., Pionierov 588, 049 22 Gemerská Poloma, 43875076

WebHouse Ltd., Paulínska 20, Trnava 917 01, 36743852

No data transfer to third countries.

Data Retention Period:

Contact form	maximum of 6 months (in compliance with legal obligations or rights of the operator according to applicable legislation).
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Operator: M&G Spedition Rožňava s.r.o., Čučmianska Dlhá 8, 04801 Rožňava, Identification number: 36583979

Automated decision-making including profiling does not occur.

Affected individual shall have the right to withdraw consent for personal data processing at any time. Withdrawal does not affect the legality of personal data processing based on consent prior to its withdrawal; individual must be informed of this before giving consent. Consent may be withdrawn in the same way in which it was given.

MAIL

The purpose of processing personal data is to record incoming and outgoing mail.

Affected Individuals: natural persons – recipients

List of Personal Data: first name, last name, title, address, organization name, position, email address, subject and content of the mail

Legal Basis for Personal Data Processing: article 6(1)(c) of the GDPR Regulation; Act No. 395/2002 on Archives and Registries and Amendments, and Act No. 305/2013 on Electronic Public Administration (e-Government Act)

Categories of Recipients: entities legally authorized by a specific regulation with the power to decide on the rights and obligations of individuals: courts, law enforcement authorities and agents: WebHouse ltd., Paulínska 20, Trnava 917 01, 36743852

No data transfer to third countries.

Data Retention Period:

Current correspondence	3 years
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Automated decision-making including profiling does not occur.

In compliance with data minimization, all personal data provided is legally required to fulfil the purpose of processing.

ACCOUNTING AND TAX DOCUMENTS

The purpose of processing personal data is to record accounting documents and the agenda associated with its processing.

Affected Individuals: natural persons – clients, employees

List of Personal Data: first name, last name, permanent address, temporary address, telephone number, email address, date of birth, type and number of identity document, signature, bank account number of the natural person

Legal Basis for Data Processing: Article 6(1)(c) of the GDPR Regulation: 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. Act no. 152/1994 Coll. on the Social Fund and on amendment and supplementation of Act no. 286/1992 Coll. on Income Taxes as amended, Act no. 311/2001 Coll. on the Labour Code as amended.

Categories of Recipients: Social Insurance, health insurers, tax authorities and bodies to which a special regulation confers the power to decide on the rights and obligations of natural persons: court, law enforcement authorities

No data transfer to third countries.

Data Retention Period:

Accounting documents	10 years
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Automated decision-making including profiling does not occur.

In order to comply with the principle of minimization , any personal data provided is a necessary legal requirement to fulfil the purpose of its processing.

REQUESTS FOR EXERCISING THE RIGHTS OF DATA SUBJECTS

The purpose of processing personal data is to register and process the requests from data subjects to exercise their rights under the Regulation.

Affected Individuals: natural persons – data subjects/applicants.

List of Personal Data: title, first name, last name, permanent residence, email address

Legal Basis for Data Processing: Article 6(1)(c) of the GDPR Regulation.

Categories of Recipients: entities legally authorized by a specific regulation with the power to decide on the rights and obligations of individuals: courts, law enforcement authorities.

No data transfers to third countries.

Data Retention Period:

Request	7 years
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Automated decision-making including profiling does not occur.

In order to comply with the principle of minimization , any personal data provided is a necessary legal requirement to fulfil the purpose of its processing.

JOB APPLICANTS

The purpose of processing personal data is to register job applicants submitting their CV and supporting documents.

Affected Individuals: natural persons – job applicants

List of Personal Data: First name, last name, title, permanent and temporary residence, date of birth, telephone number, education, work experience, email, additional information contained in the resume, cover letter, and job application.

Legal Basis for Data Processing: Article 6(1)(a) of the GDPR Regulation.

Categories of Recipients: entities legally authorized by a specific regulation with the power to decide on the rights and obligations of individuals: courts, law enforcement authorities.

No data transfers to third countries.

Data Retention Period:

Resume	1 year
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Automated decision-making including profiling does not occur.

Affected individual shall have the right to withdraw consent for processing their data at any time. Withdrawal does not affect the legality of processing prior to withdrawal; affected individual must be informed of this before consent is given. Consent may be withdrawn in the same way in which it was given.

Affected Individuals about whom personal data are processed for specified purposes may exercise the following rights:

The right to access personal data - The right to erasure of personal data - The right to restrict personal data processing - The right to object to personal data processing - The right to lodge a complaint with the Slovak Data Protection Office.

The above rights of the data subject are further specified in Articles 15 to 21 of the Regulation. The data subject shall exercise these rights in accordance with the Regulation and other relevant legislation. The data subject may exercise the rights against the controller by written request or by electronic means. In case the data subject requests the provision of information orally, the information may be provided on condition that the data subject has provided proof of identity.

M&G Spedition Rožňava s.r.o. has implemented adequate personnel, organizational, and technical measures to protect your personal data to the greatest extent possible and to minimize the risk of misuse. Pursuant to our obligation under Article 34 of the Regulation, we hereby notify you as the data subject that, if a data breach occurs that likely poses a high risk to the rights and freedoms of individuals, we will notify you without undue delay.

Legislation and the related processing of your personal data may change. If we decide to update this policy, we will post the changes on our website and notify you of these changes. In cases of a more fundamental change to this policy, or if we are required to do so by the law, we will inform you in advance. We kindly ask you to read this policy carefully and check this policy regularly when you communicate with us or use our website.

If you have any questions regarding the processing of your personal data, including the exercise of the rights above, please contact our Data Protection Officer, provided by EuroTRADING s.r.o., (www.eurotrading.sk) by email at zo@eurotrading.sk.

We will fully investigate all your suggestions and complaints and send you a statement.

If you are dissatisfied with our response or believe that we are processing your personal data unfairly or unlawfully, you may file a complaint with the supervisory authority which is the Slovak Data Protection Office: <https://dataprotection.gov.sk>, Hraničná 12, 820 07 Bratislava, telephone number: +421 /2/ 3231 3214; email: statny.dozor@pdp.gov.sk

Operator: M&G Spedition Rožňava s.r.o., Čučmianska Dlhá 8, 04801 Rožňava, Identification number: 36583979