

## **DECLARATION OF PROCESSING OF PERSONAL DATA**

**Declaration of processing of personal data under The Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons about the processing of personal data (GDPR).**

### **I. The controller of personal data**

The controller of personal data:

**Hotel Magnus s.r.o.**

based in Kukučínova 22, 974 01 Banská Bystrica, Company ID: 55758185, VAT: SK2122074097 (as controller/administrator) inform you, in accordance with article 12 GDPR, about the processing of your personal data and about your rights.

### **II. The scale of processing of personal data**

Personal data are processed to the extent that the relevant data subject is provided to the controller in connection with the conclusion of a contractual or other legal relationship with an controller or controller lawfully obtained from a third party or lawfully collected otherwise and will process them in accordance with applicable legal regulations or to the fulfilment of the legal obligations of the controller.

### **III. Sources of the personal data**

- directly from the data subjects (in particular in the context of concluding relevant contracts, on the basis of orders, registrations and purchases via e-shop, e-mail, phone, chat, through the website, the contact form on the website, through the social networks, by business card, on the basis of obtained consent, obtaining audio or video footage obtained through the administrator's technical equipment, etc.)
- third party (in particular the parties to the contract in the context of the performance of a specific contractual relationship)
- from the public register - public records for the purposes of this document:
  - Public Register pursuant to Act No. 304/2013 Coll., on Public Registrations of Legal Entities and natural persons, as amended, i.e. the Federal Register, the Register, Register of Institutions, Register of Shareholders of Unit Owners, Commercial Register and the Register of Public Benefit Companies;
  - other registers within the meaning of No. 111/2009 Coll., on Basic Registers, as amended Regulations

### **IV. Categories of personal data, which are undergoing processing**

The Controller processes (itself or through the processor) the following categories of personal data:

- name and registered office
- business company (in the case of natural persons doing business)
- address, delivery address, or temporary residence
- date of birth
- birth number of person
- e-mail address
- phone number – private or not private
- fax number
- company ID
- VAT
- Bank account number
- www websites
- ID dates websites
- Password, log in
- Photos
- Video recording
- Audio (telephone) recording
- IP address
- location data (GPS, CCS)
- Insurance card number
- the number of the contract under which the entity is registered with the administrator
- personnel number, employee number
- education
- Income from employment (salary, income from retirement
- personal data of children or spouses or partners
- cookies
- signature

#### **V. Categories of personal data, which are undergoing processing**

The data subject is the natural person to whom the personal data relates, namely:

- employee administrator (based on an employment contract, agreement to perform work, agreements on work activities)
- a job seeker with an administrator
- an employee of the administrator's agency
- contractual partner administrator (natural person - entrepreneur, non-entrepreneur)
- o client
- o Customer
- o Buyers
- o Seller
- o Client
- o Subscriber

- o Supplier
- o carrier, carrier
- o Contractor
- o Client
- o Tenant
- o Landlord
- o Tenant
- o Eligible
- o Mandatory
- o Creditor
- o Debtor
- o User
- o future contracting state (on the basis of the conclusion of a treaty on the future or measures taken by the prior to the conclusion of a contract at the request of the data subject)
- an entity in a pre-contractual relationship with the administrator (the client before accepting the order, applicants, etc.)
- A party to the proceedings
- Intervener
- Data subject, data subject
- applicant
- Interviewer
- Payer
- recipient
- authorized
- mandatory
- defectived

## **VI. Categories of processors and recipients of personal data**

- An external entity that provides services to the Controller provides, in particular:
  - services in the field of occupational health and safety, fire protection
  - transporters, carriers
  - Sales representatives

- suppliers performing the so-called direct delivery of goods to the Controller's customers for the Controller
- Accounting, tax advisor and auditor services
- IT services, cloud storage
- advertising, marketing services
- Training, education and training services
- services consisting in securing subsidies and subsidies

continue:

- state administration bodies
- Local government bodies
- banking institutions
- Insurance companies

## **VII. Purpose and grounds for the processing of personal data**

The processing of personal data takes place at the controller:

- based on the consent given to the data subject
- in the performance of a contract with the data subject
- when implementing measures taken prior to the conclusion of a contract at the request of the data subject
- due to the fulfilment of legal obligations applicable to the administrator
- for reasons of legitimate interest of the administrator or a third party (including archiving on the basis of legitimate interest of the administrator)
- for reasons of protection of the vital interests of the data subject or other natural persons

## **VIII. Method of processing and protection of personal data**

The processing of personal data is carried out by the Controller. The processing is carried out in its operational premises, branches and registered office of the administrator of individual authorized employees of the administrator, or Processors. Processing is carried out by means of computer technology, or by manual in a manner in personal data in paper form, in compliance with all security principles for management and processing of personal data. In these circumstances, unauthorised or unworthy access to, alteration, destruction or loss of personal data, unauthorized transfers, unauthorized processing and other misuse of personal data. Public bodies that can be personal data made available, are duly verified, their respect for rights is contractually ensured data subjects for the protection of personal data and privacy and are obliged to comply with the applicable legislation relating to the protection of personal data.

## **IX. Period of personal data processing**

In accordance with the deadlines specified in the relevant contracts, in the internal rules of the controller or In all cases of processing of personal data, this is a period of strictly necessary to secure the rights and obligations arising from the contracts of legitimate interests, as well as the relevant legislation.

## **X. Note**

The Controller processes data with the permission of the data subject, except in cases stipulated by law, if: The processing of personal data does not require consent to the data subject. In accordance with Article 4(6)(a) of the 1 GDPR, the controller may process the following data without the consent of the data subject:

the data subject has given consent for one or more specific purposes, the processing is necessary for the performance of a contract to which the data subject is a party or for the implementation of the measures taken by the prior to entering into a contract at the request of that data subject, the processing is necessary for the purposes of legitimate interests of the administrator concerned or of a third party, except where this interests necessary to safeguard the vital interests of the data subject or other physical the interests or fundamental rights and freedoms of the subject which require the protection of the personal data.

## **XI. Rights of data subjects**

1. In accordance with Article 12 of the GDPR, inform the data subject of the right of access to personal data and the following information:

- the purpose of the processing
- the category of personal data concerned;
- the recipient or categories of recipients whose personal data have been or will be disclosed
- the planned period after which the personal data will be stored
- all available information about the sources of personal data
- if no data is obtained from the data subject, whether an automated decision is being made including profiling

2. Any controller or processor shall carry out the processing of personal data which are contrary to the protection of personal life of the data subject or in breach of the law, in particular where the personal data inaccurate with regard to the purpose of their processing, may:

- Ask the controller for an explanation.
- Request that the administrator remove the resulting condition. Mainly, it can be blocking, rectification, completion or deletion of personal data.
- If the data subject's request is legitimately identified, the controller shall immediately remove the defective status

- If the controller does not comply with the data subject's request, the data subject has the right to contact the data subject directly with the the supervisory authority, which is the Office for Personal Data Protection.
- The data subject has the right to address his or her complaint to the supervisory authority directly without previous steps.
- The Administrator has the right to demand appropriate compensation for the provision of information, which does not exceed costs necessary to provide the information.

## **XII. Final provisions**

If you have any questions regarding the processing of personal data of data subjects, you can contact controller/administrator in writing or electronically using the following contact details:

### **Hotel Magnus s.r.o.**

Based in: Kukučínova 22, 974 01 Banská Bystrica, Company ID: 55758185, VAT: SK2122074097 or an appointed data protection officer.

This statement was last updated on 09/07/2020.