INFORMATION ON THE PROCESSING OF PERSONAL DATA OF THE DATA SUBJECT – PERSONS OUTSIDE THE COMPANY

provided in accordance with the provisions of Articles 12, 13 and 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council 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 ***the "GDPR").***

1. IDENTIFICATION AND CONTACT DETAILS OF THE CONTROLLER

The controller of your personal data is **eliastech s.r.o.,** with its registered office: SNP 2113, 023 02 Krásno nad Kysucou, registered in the Commercial Register of the District Court Žilina, Section Sro, Insert No. 62223/L (hereinafter referred to as ***the "Controller"*** or ***"Employer").***

This information explains how the Operator processes the personal data of its customers, suppliers, business partners, their employees and contact persons, visitors to the Company's premises and other natural persons who contact the Operator or enter into a legal, business or other similar relationship with the Operator.

For the purposes of this information, these persons are hereinafter referred to as ***the "data subject"*** or ***"you".***

The Controller has appointed a person responsible for the processing of personal data, whom you can contact in all questions related to the processing of your personal data or the exercise of your rights: **Vojčík & Privacy, s.r.o., Rázusova 13, 040 01 Košice,** phone number: **+421 (55) 6230111,** e-mail: **privacy@vojcik.eu**.

2. FOR WHAT PURPOSES DO WE PROCESS YOUR PERSONAL DATA

We process your personal data in particular for the purposes of communicating with you, handling your questions, requests and suggestions, concluding and fulfilling contracts, keeping records of customers, suppliers and business partners, ordering and providing goods or services and ensuring related business and administrative agenda.

We may also process personal data for the purposes of keeping accounting and tax records, invoicing, payment records, handling complaints, resolving liability relationships, fulfilling other legal obligations of the Controller and proving, exercising or defending legal claims.

We may process the personal data of visitors to the Company's premises for the purposes of recording visits, securing access to the premises, protecting persons and property, and ensuring physical, informational and operational security.

If you contact us via the website, e-mail, telephone or other communication channel, we process your data for the purpose of receiving and handling your message and subsequent communication.

3. WHAT PERSONAL DATA WE PROCESS AND HOW WE COLLECT IT

We obtain your personal data directly from you, in particular when communicating with each other, concluding or fulfilling a contract, creating or processing an order, visiting the Company's premises, filling in a form or filing a complaint, complaint or other request.

Depending on the nature of our relationship, we may process, in particular, your identification and contact data, data about the company or other entity you represent, and data about your job position or function. We may also process data contained in contracts, orders, invoices, correspondence and other documents related to our business or other relationship.

We may also process billing, accounting and payment data, data necessary to handle a complaint or legal claim, data about visits to the Company's premises and technical data related to the use of the website or electronic communication.

The Controller processes personal data only to the extent necessary for a specific purpose. The detailed scope of the processed personal data is specified in Annex 1 to this information for individual processing activities.

4. ON WHAT LEGAL BASIS DO WE PROCESS DATA

In particular, we process your personal data when the processing is necessary:

- to conclude or perform a contract to which you are a party or to take measures prior to its conclusion at your request,
- to comply with the Controller's legal obligation,

- for the purposes of the legitimate interests of the Operator or a third party,
- on the basis of your consent, if no other legal basis can be used.

The legitimate interest of the Controller may include, in particular, ensuring effective business and administrative communication, keeping records of business contacts, controlling the proper performance of contractual relationships, protecting persons, property and premises of the Company, ensuring information security and proving, exercising or defending legal claims.

If the processing is based on consent, the provision of consent is voluntary and you can withdraw your consent at any time.

The specific legal basis and legitimate interest for each purpose of processing are specified in Annex 1 to this information.

5. DISCLOSURE OF PERSONAL DATA AND CONSEQUENCES OF NOT PROVIDING THEM

The provision of some personal data is a legal or contractual requirement, or it is necessary to conclude a contract, process an order, a complaint or any other request from you.

Without providing the necessary personal data, it may not be possible to conclude or perform a contract, process an order, issue an invoice, register a payment, respond to your message or handle your complaint, complaint or other request.

If the processing is based on consent, the provision of personal data is voluntary. Information on the mandatory or voluntary nature of the provision of data and on the consequences of not providing them is provided for individual purposes in Annex No. 1.

6. TO WHOM WE MAY SHARE YOUR PERSONAL DATA

Within the Company, only authorized persons who need it for the performance of their work or contractual obligations have access to your personal data.

To the extent necessary, we may provide or make available your personal data in particular:

- providers of accounting, tax and administrative services,
- providers of information systems, IT support, e-mail, hosting and cloud services,
- providers of the tools used on the website, including contact forms and cookies;
- providers of postal, courier and transport services,
- banks and payment service providers;
- insurance companies,
- providers of security services and management of entry systems;
- suppliers and subcontractors, if this is necessary for the proper provision of goods or services;
- lawyers, notaries, auditors, tax advisors, bailiffs and other professional advisers;
- courts, law enforcement authorities, tax administrators and other public authorities, if required by law.

Entities that process personal data on behalf of the Controller act as processors and process personal data only according to its instructions and on the basis of the relevant contract.

Some recipients, in particular public authorities, banks, insurance companies, lawyers, notaries or auditors, process personal data as independent controllers.

Specific categories of beneficiaries are listed in Annex 1 of this information for each purpose.

7. TRANSFER OF PERSONAL DATA OUTSIDE THE EUROPEAN ECONOMIC AREA

The Controller does not transfer your personal data to countries outside the European Union and the European Economic Area or to international organizations.

Should such a transfer take place, it will only take place in accordance with the GDPR and ensuring an adequate level of protection of personal data. You will be informed about the specific transfer, its legal basis and the safeguards used in accordance with the GDPR.

8. HOW LONG WE KEEP YOUR PERSONAL DATA

We only retain your personal data for as long as necessary to achieve the purpose for which it was collected.

The retention period depends in particular on the duration of the contractual or business relationship, the processing of your order, question, request, complaint or complaint, the deadlines set by accounting, tax, archive and other legal regulations and the duration of the relevant limitation periods.

We may retain some personal data after the end of our relationship if it is necessary to establish, exercise or defend legal claims.

The specific retention periods or the criteria for determining them are set out in Annex 1 to this information. After their expiry, we will securely delete, destroy or anonymize personal data, unless their further storage is required by law or the protection of legal claims of the Operator.

9. AUTOMATED DECISION-MAKING AND PROFILING

The Controller does not make decisions based on automated processing of personal data, including profiling.

10. TECHNICAL AND ORGANIZATIONAL SECURITY MEASURES

To ensure the protection of personal data, the Controller has taken appropriate technical and organisational measures, in particular in the area of physical, operational and information security. The measures taken are defined within the framework of the operator's internal regulations

11. RIGHTS OF THE DATA SUBJECT

- The Data Subject has **the right to request** from the Controller **access** to personal data relating to the Data Subject pursuant to the provision of Article 15 of the GDPR. The data subject has the right to confirm whether personal data concerning him or her is being processed and, if so, has the right of access to such data. Furthermore, it has the right to provide copies of the personal data that the Controller processes about it, as well as information on how the personal data is further processed.
- The data subject has **the right to have** incorrect personal data rectified in accordance with Article 16 of the GDPR. The Controller is entitled to process only correct and updated personal data. On the basis of the exercise of the right to rectification of processed personal data, the Controller shall complete or modify incorrect personal data without undue delay.
- The data subject has **the right to delete** (right to be forgotten) all data that is processed unlawfully pursuant to Article 17 of the GDPR, without undue delay, if the conditions under the GDPR are met.
- The data subject has **the right to restriction of** the processing of personal data in accordance with the provisions of Art.
- 18 GDPR in the event of exercising the **right to rectification** or if he objects to the erasure of his personal data, if their processing is unlawful, or the controller no longer needs the personal data for the purposes of the processing, but the data subject needs them to establish, exercise or defend legal claims. The Controller will restrict the processing of your personal data if you request it.
- The data subject has **the right to the portability** of personal data pursuant to Article 20 of the GDPR to another controller in a structured, commonly used and machine-readable format, but only if the data is processed on the legal basis of the data subject's consent or on the basis of a contract to which the data subject is a party.
- The data subject has the right to file a complaint or initiative with the supervisory authority, which is the Office for Personal Data Protection, in the event that the person is directly affected by his or her rights under the provisions of Section 100 of Act No. 18/2018 Coll. on Personal Data Protection.
- Contact details of the Office for Personal Data Protectionv. Registered office: Galvaniho Business Center II · Galvaniho 7/B · 821 04 Bratislava, Slovak Republic,website o dataprotection.gov.sk, phone number 02 3231 3214, e-mail: statny.dozor@pdp.gov.sk.

- The data subject has the right to withdraw consent under Article 7(3) of the GDPR if the controller processes personal data on the legal basis of consent. You can withdraw your consent at any time in the same form in which you gave it. The withdrawal of consent does not affect the lawfulness of the processing of personal data that preceded it.

- The data subject has the RIGHT to object to the processing of personal data if he/she believes that it is unjustified or requests a reassessment of profiling or the result of automated decision-making. The Controller may not further process the personal data unless it demonstrates compelling legitimate grounds for the processing that outweigh the interests, rights and freedoms of the data subject or grounds for proving, exercising or defending legal claims.

These rights are not absolute. Their application may be limited by the conditions or exceptions provided for by the GDPR or special legal regulations.

12. HOW YOU CAN EXERCISE YOUR RIGHTS

You can exercise your rights in writing at the address of the Controller's registered office, by e-mail at: gdpr@eliastech.sk or through the Data Protection Officer at the address: **Vojčík & Privacy, s.r.o., Rázusova 13, 040 01 Košice,** phone number: **+421 (55) 6230111** , e-mail: **privacy@vojcik.eu.**

The Operator will provide you with information on the processing of the application without undue delay, usually within one month of its delivery.

In justified cases, this period may be extended by a further two months, in particular taking into account the complexity of the application or the number of applications received. We will inform you about the extension of the deadline and its reasons.

The exercise of rights is free of charge. However, if the request is manifestly unfounded or disproportionate, in particular due to its repetitive nature, the Operator may demand a reasonable fee.

The operator shall be entitled to request additional information necessary to verify the identity of the applicant if it has reasonable doubts as to his/her identity.

13. HOW WE PROTECT YOUR PERSONAL INFORMATION

The Controller has taken appropriate technical and organisational measures to protect personal data against unauthorised or unlawful processing, unauthorised access or disclosure, accidental loss, destruction, damage or alteration.

Only persons who need it for the performance of their professional or contractual obligations and who are bound by a duty of confidentiality have access to personal data.

Detailed security measures are regulated in the Operator's internal regulations. Their specific content is not published if this could jeopardise the security of personal data or information systems.

I acknowledge that the Controller is obliged, in accordance with the provision of Article 34 of the GDPR, to notify me of a personal data breach without undue delay, if such a personal data breach may lead to a high risk to my rights.

14. **UPDATE**

This information on the processing of personal data is valid and effective from 01.08.2026. In the event of a change in the Personal Data Protection Information, the Operator will notify you of the changes in advance accordingly.

APPENDIX NO. 1

Purpose of processing	Legal basis	Legal requirement/contractual requirement/legitimate interest/public interest/consent	Categories of personal data	Deadline for deletion of personal data	Category of beneficiaries
the purpose of personal data processing is the fulfilment of the obligations of the Controller as an employer towards the Social Obligation	Article 6(1)(c) of the GDPR, the Labour Code, the Social Insurance Act, the Old-Age Pension Savings Act, the Supplementary Pension Savings Act	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary for the fulfilment of legal obligations arising from the relevant legal regulations governing social insurance, old-age and pension savings (name, surname, address of residence, birth number and other personal data that are the subject of relevant reports) special categories of personal data (personal data related to health status)	10 years following the year to which they relate	Social Insurance Agency, Other Authorized Entity
the purpose of personal data processing is the fulfilment of the obligations of the Controller as an employer towards health insurance companies	Article 6(1)(c) of the GDPR, Labour Code, Health Insurance Act, Insurance Act	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary for the fulfilment of legal obligations arising from the relevant legal regulations governing health insurance (name, surname, address of residence, personal identification number, health insurance company of the employee and other personal data that are the subject of the relevant reports)	10 years following the year to which they relate	relevant health insurance companies, other authorised entity

the purpose of the collection of personal data is the fulfilment of the Controller's obligations towards the tax administrator regarding employment and other similar relationships	Article 6(c) of the GDPR, Income Tax Act, as amended	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary to comply with legal obligations (employee: name, surname, address of residence, birth number, marriage certificate and other personal data that are the subject of reports; spouse of the employee: name, surname, birth number, address; employee's child: child's birth certificate, confirmation of attendance at the child's school)	10 years following the year to which they relate	competent tax authority, other authorised entity
the purpose of personal data processing is the fulfilment of other legal obligations of the Controller as an employer related to the employment relationship and other similar relationships, including pre-contractual relationships	Article 6(1)(c) of the GDPR, legislation governing employment and similar employment relationships (Labour Code, Act on Social Insurance, Income Tax, Old-Age Pension Savings, Supplementary Pension Savings, Employment Services, Income Compensation in the Event of Temporary Incapacity for Work, Social Fund, Protection, Promotion and Development of Public Health, Health and Safety at Work, and others)Article 9(2)(b), f), h) GDPR	the processing of personal data is carried out in compliance with legal obligations	Normal personal data, special category of personal data (health data, trade union membership)	10 years following the year to which they relate	Social Insurance Agency, Health Insurance Companies, Tax Office, Supplementary Pension Savings Banks, Pension Management Companies, Labour Inspectorate, Employee Representatives, Office of Labour, Social Affairs and Family, Courts, Law Enforcement Authorities, Bailiffs, Other Authorised Entity
The purpose of personal data processing is the fulfilment of obligations and legal relationships established by an employment contract, an assignment agreement, an agreement on work performed outside the employment relationship	Article 6(1)(b) of the GDPRArticle 9(2)(b), (f), (h) of the GDPR	The processing of personal data is a contractual requirement	Normal personal data, a special category of personal data (health data)	10 years following the year to which they relate	Labour Inspectorate, employee representatives, Office of Labour, Social Affairs and Family, courts, law enforcement authorities, bailiff, other authorised entity

The purpose of personal data processing is the implementation of social policy, including keeping relevant records related to the verification of employee entitlements and the provision of employee benefits (creation and use of the social fund)	Article 6(c) of the GDPR, Act No. 152/1994 Coll. on the Social Fund and on the Amendment of Act No. 286/1992 Coll. on Income Taxes, as amended	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary to comply with legal obligations	10 years following the year to which they relate	tax office, courts, law enforcement authorities, company providing services in the field of recreation and sports, other authorized entity
The purpose of personal data processing is the provision of recreational vouchers	Article 6(1)(c) of the GDPR, Labour Code	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary to comply with legal obligations	10 years following the year to which they relate (in accordance with the relevant accounting legislation)	Labour Inspectorate, Tax Office, Courts, Law Enforcement Authorities, Other Authorised Entity
The purpose of personal data processing is to provide a contribution to the child's sports activity	Article 6(1)(c) of the GDPR, Labour Code	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary to comply with legal obligations	10 years following the year to which they relate (in accordance with the relevant accounting legislation)	Labour Inspectorate, Tax Office, Courts, Law Enforcement Authorities, Other Authorised Entity

The purpose of personal data processing is to fulfil the employer's obligations in the field of occupational health and safety and fire protection	Article 6(1)(c) GDPR, Labour Code, Act on the Protection, Promotion and Development of Public Health, Occupational Health and Safety Act, Fire Protection Act, Social Insurance Act and other relevant legislationArticle 6(1)(a) GDPR (photo) Article 9(2)(b), (f), (h) GDPR	the processing of personal data and special categories of personal data is carried out in compliance with legal obligations , the processing of the photo is based on consent	common personal data necessary to comply with legal obligations; photospecial category of personal data (health data)	5 years following the year to which they relate, in the case of serious and fatal accidents at work 20 years following the year to which they relate, in the case of less serious 10 years following the year to which they relate	Labour Inspectorate, courts, law enforcement authorities, other authorised entity, intermediary providing services in the field of occupational health and safety
The purpose of personal data processing is to instruct other natural persons with the rules of occupational health and safety	Article 6(1)(c) of the GDPR, Labour Code, Occupational Health and Safety Act	The processing of personal data and special categories of personal data is carried out in compliance with legal obligations	common (first name, last name, company name, date, time of entry, period from - to, signature)	5 years following the year to which they relate, in the case of serious and fatal accidents at work 20 years following the year to which they relate, in the case of less serious 10 years following the year to which they relate	Labour Inspectorate, courts, law enforcement authorities, other authorised entity, intermediary providing services in the field of occupational health and safety

The purpose of personal data processing is the processing and recording of accounting documents	Article 6(1)(c) of the GDPR, the Accounting Act, the Value Added Tax Act, the Administrative Fees Act, the Civil Code, the Social Fund Act, the Income Tax Act, the Labour Code, the Income Tax Act, the Commercial Code and other relevant regulations	the processing of personal data is carried out in compliance with legal obligations	Common personal data	invoice books, general ledgers, receivables and payables, financial statements, supplier-customer invoices, financial statements, treasury agenda, accounting documents, bank statements, tax returns, annual audit, loan documents, stock documents, customs records, declarations - all 10 years following the year to which they relate, investment invoices - 20 years following the year to which they relate	Social Insurance Agency, Health Insurance Companies, Tax Office, Auditors, Courts, Law Enforcement Authorities, Other Authorized Entity
The purpose of personal data processing is the processing of other tax documents and bank statements	Article 6(1)(c) of the GDPR, the Accounting Act, the Value Added Tax Act, the Income Tax Act, etc.	the processing of personal data is carried out in compliance with legal obligations	Common personal data (name of the organization, title, first name, surname, email address, telephone contact, bank account number)	10 years following the year to which they relate	tax office, auditors, courts, law enforcement authorities, other authorized entity

The purpose of personal data processing is the administration of the registry, records and handling of received and sent mail/e-mails	Article 6(1)(c) of the GDPR, the Act on Archives and Registries, the Act on the Electronic Form of the Exercise of the Powers of Public Authorities and on the Amendment of Certain Acts (on e-Government)	the processing of personal data is carried out in compliance with legal obligations	common personal data (title, name, surname, signature, place of residence, e-mail address, telephone number, account number, signature, advanced electronic signature and other data that may be the content of mail and data according to a special regulation)	Post office - 5 years following the year to which they relate, other records constituting the registry within the meaning of the relevant provisions of Act No. 395/2002 Coll. on Archives and Registries and on Amendments to Certain Acts, as amended	Ministry of the Interior of the Slovak Republic, Financial Administration of the Slovak Republic (FS portal), Social Insurance Agency (SP portal), health insurance companies (portal), other authorized entity
The purpose of personal data processing is to conduct court and administrative proceedings (litigation/non-litigation)	Article 6(1)(c) of the GDPR, applicable legislation in the field of civil, criminal and administrative proceedings	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary to comply with legal obligations	for the duration of the relevant proceedings and until the expiry of the limitation periods (unless otherwise provided by applicable law)	courts, law enforcement authorities, competent administrative authorities, lawyers, other authorised entity
the purpose of personal data processing is the investigation of complaints pursuant to Act No. 54/2019 Coll. on the Protection of Whistleblowers and on the Amendment of Certain Acts, their registration	Article 6(1)(c) of the GDPR, Whistleblower Protection Act	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary to comply with legal obligations (data that are part of the complaint)	3 years from the date of receipt of the notification	Office for the Protection of Whistleblowers, courts, law enforcement authorities, other authorized entity

The purpose of personal data processing is to handle and record the rights of data subjects	Article 6(1)(c), (f) of the GDPR, Personal Data Protection Act	the processing of personal data is carried out in the fulfilment of legal obligations, in the part of the register there is the processing of personal data on the basis of a legitimate interest, which consists in the implementation of the need to keep records of the exercised rights of data subjects in order to be able to prove that it has fulfilled the obligations arising from the relevant regulations on personal data protection	Common personal data that is part of the request	5 years from the date of settlement of the exercise of the right or application	Office for Personal Data Protection, courts, law enforcement authorities, other authorized entity
The purpose of personal data processing is the management of the contractual agenda (records of contracts)	Article 6(1)(c) of the GDPR, the Civil Code, the Commercial Code, the Land Register Act, the Short-Term Rental Act, the Act on Free Access to Information and on Amendments to Certain Acts (Freedom of Information Act), the Labour Code	the processing of personal data is carried out in compliance with legal obligations	common personal data necessary for the conclusion and performance of the contract	during the duration of the contractual relationship and after its termination until the full settlement of contractual and other claims arising from the contractual relationship, or until the expiry of the limitation periods specified in the relevant legal regulations	Office of the Government of the Slovak Republic, courts, law enforcement authorities, banks, insurance companies, law firms, relevant district offices – cadastral departments, the public, the other contracting party, the public, other authorized entity
The purpose of personal data processing is the fulfilment of contractual obligations (based on contracts with customers, suppliers of goods and services, other business partners) and the implementation of pre-contractual relationships	Article 6(1)(b) of the GDPR	The processing of personal data is carried out during the performance of a contract or the implementation of pre-contractual relationships	common personal data necessary for the conclusion and performance of the contract	during the duration of the contractual relationship and after its termination until the full settlement of contractual and other claims arising from the contractual relationship, or until the expiry of the limitation periods specified in the relevant legal regulations	courts, law enforcement authorities, third parties, other authorised entity

The purpose of personal data processing is communication with employees and the fulfilment of other contractual obligations in contracts concluded with employees, business communication with representatives of business partners and the fulfilment of other contractual obligations in contracts concluded with legal entities	Article 6(1)(f) of the GDPR	The processing is carried out on the basis of the legitimate interest of the Controller, which lies in the need to ensure and agree on the conditions and details of the fulfilment of contractual obligations in contractual relations with employees, representatives of business partners and legal entities.	common personal data (name, surname, contact details (e-mail, telephone), function/affiliation with a legal entity, other related personal data)	for the duration of the contractual relationship with the business partner and after its termination until the full settlement of contractual and other claims arising from the contractual relationship, or until the expiry of the limitation periods specified in the relevant legislation	courts, law enforcement authorities, other authorized entity
the purpose of personal data processing is to verify compliance with the protection of personal data processing and other legal obligations by the Controller's business partners (audit)	Article 6(1)(f) of the GDPR	the processing of personal data is carried out on the basis of the legitimate interest of the Controller, which is the interest in controlling compliance with the terms and conditions of personal data processing and other obligations arising from the legal order by the Controller's business partners acting as processors	Common personal data	for the duration of the contractual relationship with the business partner and after its termination until the full settlement of contractual and other claims arising from the contractual relationship, or until the expiry of the limitation periods specified in the relevant legislation	an intermediary auditing compliance with the terms and conditions of personal data protection and other obligations arising from the legal order

The purpose of personal data processing is communication via the contact form on the website	Article 6(1)(f) of the GDPR	the processing is carried out on the basis of the legitimate interest of the Controller, which consists in the need to provide persons with a simple and accessible way of contact via the contact form and subsequent return communication, which is a legitimate and expected interest of the Controller	Common personal data (name, e-mail, data provided in the message)	for the period necessary to process the request and subsequent communication, but not more than 6 months from the last contact, unless a longer period arises from the law or legitimate interest	courts, law enforcement authorities, other authorized entity
the purpose of personal data processing is necessary cookies - ensuring the basic functions of the Controller's website	Article 6(1)(f) of the GDPR	the processing is carried out on the basis of the legitimate interest of the Operator, which is to ensure the necessary functionality of the Operator's website, i.e. that the website works without technical problems and is comfortable and easy to use for visitors	Common personal data (end-user device information)	temporary cookies - until the end of the visit, persistent cookies - until the expiry of cookies	Personal data is not provided to other recipients
the purpose of personal data processing is the security and protection of the Controller's IT system and internal infrastructure	Article 6(1)(f) of the GDPR	the processing of personal data is carried out on the basis of the legitimate interest of the Operator, which consists in the management of the IT system and data in the Controller's information systems for the purpose of ensuring the security and protection of systems, integrity and confidentiality of stored information, secure operation of applications and infrastructure, as well as the protection of rights, legally protected interests and property of the Operator and third parties.	all categories of personal data processed in payroll and personnel agenda	for the duration of the employment relationship with the employee, the contractual relationship, after its termination until the full settlement of contractual and other claims arising from the contractual relationship, or until the expiry of the limitation periods specified in the relevant legislation	courts, law enforcement authorities, authorities competent to deal with misdemeanours, intermediary providing information system services, other authorised entity

The purpose of personal data processing is the identification of a natural person upon a one-time entry into the company's premises /guestbook/	Article 6(1)(f) of the GDPR	The processing of personal data is carried out on the basis of the legitimate interest of the controller, which is to ensure the safety of the premises, the protection of life, health and property of persons entering the premises	Name, surname, card number	7 days from the date of the respective entry to the premises	courts, law enforcement authorities, authorities competent to deal with offences, private security service, other authorised entity
the purpose of personal data processing is monitoring by camera systems for the purpose of protecting the premises, property and health of the Controller and persons located on its premises; protection of public order and security, detection of crime	Article 6(1)(f) of the GDPR	The processing of personal data is carried out on the basis of the legitimate interest of the Controller in the protection of rights, legally protected interests and property owned by the Controller, in the protection of rights and legally protected interests and property owned by other persons and in ensuring the safety, protection of life and health of persons entering and staying on the premises of the Controller, as well as in the detection and prevention of crime and other anti-social activities	Common personal data (video footage of a person, portrait and image information about behaviour)	7 days from the date of recording	courts, law enforcement authorities, authorities competent to deal with offences, private security service, other authorised entity

The purpose of the processing of personal data is to familiarize oneself with the created camera recording for the purpose of the investigation and to provide the recording to the relevant entities	Article 6(1)(f) of the GDPR	The processing of personal data is carried out on the basis of the legitimate interest of the controller to ensure a proper investigation of incidents, violations of internal regulations, security events or suspicions of illegal activity and, if necessary, to provide the camera recording to the competent authorities or entities authorized to obtain it	Common personal data (video footage of a person, portrait and image information about behaviour)	7 days from the date of recording	courts, law enforcement authorities, authorities competent to deal with offences, private security service, other authorised entity
The purpose of personal data processing is to provide cooperation to the authorities proceeding in accordance with a special law	Article 6(1)(c) of the GDPR, Code of Criminal Procedure	the processing of personal data is carried out on the basis of legal authorisation	Common personal data (video footage of a person, portrait and image information about behaviour)	7 days from the date of recording	courts, law enforcement authorities, authorities competent to deal with offences, private security service, insurance company, other authorised entity
the purpose of processing is the production and publication of video, audio and audiovisual recordings and other materials for the purpose of presenting the Operator in internal and external media, including recordings of public events	Article 6(1)(a) of the GDPR	the processing of personal data is carried out on the basis of the consent of the data subject	audiovisual recordings, photographs and expressions of a personal nature, name, surname, function or other designation of a natural person	until the withdrawal of consent to the processing of personal data	the public, other authorized entity, operators – the provider of the social network Facebook and LinkedIn (Facebook Ireland Limited, LinkedIn Ireland Unlimited Company)

The purpose of personal data processing is the processing of contact details of a close person for information in case of emergency (injury, employee accident, etc.).	Article 6(1)(d) of the GDPR (for a specific event) Article 6(1)(f) legitimate interest	the processing is necessary to protect the vital interests of the data subject or of another natural person; The legitimate interest of the operator is to ensure the safety and protection of life and health of employees, especially in the event of emergency situations, injuries or health incidents at the workplace	common (name, surname, phone number)	for the duration of the employee's employment	Other Authorized Entity
the purpose of personal data processing for the purpose of resolving a complaint at the customer's site (identifying errors in the process and ensuring corrective measures within the quality of production)	Article 6(1)(f) GDPR Article 6(1)(c) GDPR, Commercial Code, Civil Code	The processing is carried out on the basis of a legitimate interest, which is to ensure the quality of products or services and to properly resolve complaints at the customer's premises	Common personal data (number of the label produced by the employee, time of scanning, personal number of the employee, name and surname of the employee, information about defects at the customer's site, description of the employee's job position, date of arrival) and others necessary to handle the complaint	4 years following the date of filing the complaint, in the case of natural persons - non-entrepreneurs 3 years following the date of filing the complaint or in both cases until the full settlement of claims arising from the asserted or until the expiry of the limitation periods specified in the relevant legal regulations	Courts, law enforcement authorities, experts, bodies providing expert assessment, intermediary providing a product registration system Authorised entity
the purpose of personal data processing is data processing in connection with mandatory testing of employees for COVID-19	Article 6(1)(c) GDPR Article 9(2)(i) of the GDPR, Decree of the Public Health Authority No. 7/2022 V. v. SR ordering measures in the event of a public health emergency for the isolation of persons positive for COVID-19 and quarantine of persons who have come into close contact with a person positive for COVID-19 disease, as amended	The processing of personal data and special categories of personal data is carried out in compliance with legal obligations	Common personal data and special categories of personal data (name, surname, maiden name, date of testing, test result, place of residence, date of birth)	during the state of crisis, or during the period necessary to claim financial compensation from the state	doctor, other authorized entity