

Principles of processing and protection of personal data

In Kodys Slovensko, s. r. o. we are committed to respect and protect all private and confidential information. This policy shows how Kodys Slovensko, s.r.o. collects and processes your personal data.

We would also like to inform you that all personal information processed by Kodys Slovensko, s.r.o. is considered strictly confidential and we respect the applicable legal regulations when handling it.

Personal data is under both electronic and procedural control and KODYS Slovensko, s.r.o. has mechanisms in place to ensure adequate protection of processed personal data against misuse.

The following does not apply to information about a legal entity (such as its name, legal form, contact details ...).

1. Who is the controller of your personal data?

The controller and processor is KODYS Slovensko, spol. s r. o., ID No.: 31387454, with registered office at Sliáčska 2, 831 02 Bratislava 3, which collects, stores and further processes your personal data for the performance of its business activities. Within KODYS Slovensko, s.r.o., personal data is only made available to authorised employees, and only in to the extent strictly necessary for the purposes of processing. Within the company KODYS Slovensko, s.r.o. we place great emphasis on security policy, confidentiality of our employees, compliance with internal directives and selection of suitable contractors.

2. What personal data do we process about you?

This includes identification (in particular name, surname, title, registration number, VAT number) and contact data (in particular contact address, telephone number, email address), as well as data from our communication with each other. All the personal data mentioned above are communicated to us in the context of our cooperation. The personal data are by the company KODYS Slovensko, s.r.o. processed both manually and automatically.

3. Reasons for processing personal data

We process personal data mainly for the legal reason of the performance of a contract. These are cases where we are performing a contractual obligation, including related commercial and financial communication. We also process personal data in the performance of legal obligations under the law (accounting, taxes, wage and personnel agenda, providing assistance to state authorities on the basis of the law). From the legal point of view of our legitimate interest, we send you as our customer a newsletter. In the case that you are not our customer and would like to receive newsletters from us, we do so on the basis of your consent. If you are interested in working for KODYS Slovensko, s.r.o. we process personal data on the basis of consent provided for the following purposes

the selection process and we use this data to evaluate a suitable candidate and subsequent correspondence.

KODYS Slovensko, s.r.o. web sites use "cookies" only on the basis of your prior express consent. Cookies are small data files that are stored on your hard drive by your browser. They store certain information that your browser can transfer back to us the next time you access the website. KODYS Slovensko, s.r.o. These files allow us to analyse your use of the KODYS Slovakia, s.r.o. website. The first time you access the KODYS Slovensko, s.r.o. website, a banner asking for your consent to the use of "cookies" will appear.

4. Period of personal data retention

We retain your personal data for as long as necessary to ensure all rights under the contract, i.e. at least for the period necessary to ensure the performance of the contractual relationship (including the period of full settlement of the rights and obligations under the contract and the simultaneous demonstration of a history of the contractual relationship) and further for as long as KODYS Slovensko, s. r. o. is obliged to keep the information, based on current legislation, or for the period for which you have granted us permission to process consent.

5. Is the processing of your personal data voluntary?

If you are not our customer, the processing of your personal data is always takes place on the basis of your consent (for the purpose of sending newsletters or recruitment). In other cases it is not voluntary processing of personal data and its lawfulness is supported by the above legal grounds. Issues of voluntariness of the processing of personal data in the context of 'cookies' is set out in Article 3 of this Policy (last paragraph).

6. What rights do you have when processing your personal data?

According to the current legislation, you have the following rights against KODYS Slovensko, s.r.o.:

- the right of access to personal data
- the right to the correction of inaccurately processed personal data
- the right to delete (in case the purpose of processing has expired and in case of withdrawal of consent on the basis of which the personal data were processed)
- the right to the portability of your personal data
- the right to withdraw consent (where personal data are processed on the basis of consent - e.g. sending newsletters)
- the right of objection to the processing of personal data by the company

Kodys Slovensko, s. r. o.

- the right to lodge a complaint against the processing of personal data by the company Kodys Slovensko, s. r. o. to the Office for the Protection of Personal Data of the Slovak Republic (Hraničná 12, 820 07 Bratislava 27).

In exercising your rights, please contact Ing. Zuzana Braunerová (zbraunerova@kodys.sk). Kodys Slovensko, s. r. o. reserves the right to verify the identity of the applicant in a reasonable manner. At all your questions about the protection of personal data we will be happy to answer.

We will make every reasonable effort to provide, correct or delete personal information from our records. Responding to your exercised rights, we will do so within a reasonable period of time that corresponds to Kodys Slovakia's technical and administrative capabilities, s. r. o..