

Declaration of Processing of Personal Data of our Suppliers and Customers

We declare that we treat personal data with full respect to the nature of this data, with all respect to their protection and purpose of processing, and process them in accordance with General Data Protection Regulation 2016/679 of the European Parliament and Council on the protection of individuals (hereinafter referred to as "GDPR") and according to other valid legislation. In accordance with Article 12 of the GDPR, we inform the data subjects, i.e. our suppliers and customers, about the processing of personal data and their rights.

Who is the administrator of personal data?

The administrator of personal data is the company Pavel Blažek, balicí stroje s. r. o. with registered seat in Prague 1, postal code 110 00, Václavské náměstí 799/48, ID: 24813966, file mark C176698 managed at the Municipal Court in Prague.

For whom is this statement determined?

This statement is determined for our suppliers and customers (hereinafter as the "subject of data").

What personal data we process?

We process the following data about the subject of data:

- identification data (company name, company ID, VAT number, name and surname, title),
- contact details (business address, phone, e-mail, website),
- economic data (e.g. delivery info, price),
- other data (subject of data's bank account number),
- other information provided by the subject of data.

Why we process personal data?

We process personal data of the subject of data to the extent necessary to:

- fulfil contracts (realization of trade)
- fulfil legal obligations (claims, bookkeeping)
- communication with the subject of data

We process personal data on the basis of contract fulfilment, fulfilment of legal obligations, due to our legitimate interest or on the basis of consent. The legal basis for the processing of personal data is in particular:

- Act 586/1992 Coll., on Income Tax
- Act No. 563/1991 Coll., on accounting
- Act No. 235/2004 Coll., on Value Added Tax
- Commercial Code
- Civil Code

What are our legitimate interests?

Our legitimate interests are:

- the location of the camera system on our premises to protect our property from theft, damage or destruction. The location of the cameras is informed by pictograms located at the entrance to the viewing area.
- the retention of documents for longer than the period prescribed by generally binding legal regulations for the purpose of discharging any claims of the subject of data or for the protection of our rights for the period necessary for the execution (for example, in the case of litigation, the documents are kept until the end of the litigation).
- marketing and commercial communication offering the customers similar products that they already use for the purpose of new offer (direct marketing according to Act 480/2004 Coll., about some information duty services).

How do we gain personal data?

Personal data are gained directly from suppliers and customers, from publicly available registers or from information generated by performance of the contract. If we obtain data directly from the subject of data, we inform them for what purpose we request such personal data and that the provision of such data is always voluntary. At the same time, we inform them about the possible consequences of not providing this information (ie, not closing a business agreement).

How do we process personal data?

The processing takes place manually in paper form and through computer technology, while adhering to all the security principles for managing and processing personal data. There is no automated decision making or profiling process.

How long do we keep personal data?

We keep personal data for as long as we are required to keep this information in accordance with generally binding legal regulations. In accordance with the data minimization principle, only those personal data that are necessary for the purpose and are kept for an uninterrupted period are processed. After the specified time, data is erased or shredded or deleted, or anonymized.

Are personal data also processed by other entities?

The personal data of subject of data are processed mainly by our authorized personnel. The recipients of the personal data of the subject of data are, besides the state authorities, also in the fulfilment of their legal obligations:

- individuals and employees of companies that provide IT management, consultancy services, accounting audit for our company
- distrainers and collection companies for the recovery of debts

The processing of the personal data of subject of data by other processors is carried out under a contract for the processing of personal data. Personal data are provided to processors and third parties only to the extent strictly necessary and under the conditions laid down by law.

Do we pass personal data to third countries?

We do not pass the personal data of subject of data to third countries or international organizations and we do not intend to do so either.

What are your rights?

Subject of data may use these rights while processing their personal information:

- the right of access to their personal data and the acquisition of a copy thereof (pursuant to Article 15 of the GDPR)
- the right to correct and supplement own personal data if inaccurate (in accordance with Article 16 GDPR)
- the right to erase if personal data are processed unlawfully (in accordance with Article 17 GDPR)
- the right to limit processing (in accordance with Article 18 of the GDPR)
- the right to object - if we process personal data in our legitimate interest (in accordance with Article 6 (1) (f))
- the right to withdraw consent, if granted (in accordance with Article 6 (1) (a) or Article 9 (2) (a)). Withdrawal of consent may be done at any time in person or in writing at the company's headquarters or by e-mail (see contact details). Revocation of consent is without prejudice to the lawfulness of processing based on consent prior to its recall.
- the right to file a complaint with the Personal Data Protection Office if you believe that we process your personal data unlawfully or otherwise violate your rights.

Are we using cookies?

We do not use cookies when we run our website.

Purpose of processing personal data on websites?

We may obtain and subsequently process your personal information through the inquiry form on our website. These personal data are processed on the basis of a legitimate interest of the company and are used to communicate with existing customers (legal entities) using the contact form.

Websites do not store information about your location, nor an active behavioural analysis or automated decision making is performed.

Social networks?

Website presentation is not linked to any social networks and does not share any content with them.

Security of personal data?

We care about protecting your personal information, so we only transfer all information about your registration on the inquiry form using the encrypted HTTPS connection. An encrypted connection will prevent other Internet users from listening to your login information or information about your orders.

If the data subject of data submits an application relating to the rights described in the preceding paragraphs, we will inform him of the measures taken without undue delay, no later than one month after receiving the request. Where necessary, given the complexity and number of applications, this period may be extended by two months.

If applications were made unreasonable or inappropriate (for example, due to repetition), we will charge a fee in the amount of administrative costs, or we may, in whole or in part, refuse to comply with the request.

In the case of a request submitted by a data subject, we may request additional information or perform identity verification activities. Information will be provided in electronic form unless otherwise requested.

How to contact us?

In connection with the exercise of your rights and in the case of questions or information regarding the handling of personal data, you may contact us personally or in writing at Pavel Bláček, packing machines s. r. o., Jungmannova 949, Vlašim, 25801 or by e-mail: sona@blazekvlasim.com.

We continually review this statement and we may occasionally change it (especially to comply with legal regulations). Updated versions will always be publicly available on our website. This statement is valid from May 25, 2018 (last updated on May 25, 2018).

