

Information on the processing of personal data

For Information System: IS accounting documents

Information about the processing of data subject's personal data under Paragraph 19 and Paragraph 20 of the Act No. 18/2018 Coll. on Personal Data Protection and on the amendment of certain other Acts (hereinafter referred to as the "Act") and Article 13 and 14 of the 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 (hereinafter referred to as the "Regulation")

This information aims to provide knowledge about what personal data we process, how we deal with it, for which purposes we use it, to whom we can provide it, where you can obtain information about your personal data and enforce your rights in the processing of personal data.

Identity and contact data:

The Company that processes your personal data is Telegrafia, a.s., Lomena 7, 040 01 Kosice, Slovakia, Reg. No.: 17081386, email: gdrp@telegrafia.sk (hereinafter referred to as the "Operator")

Contact data of Personal Data Protection Methodists and Data Protection Officer (DPO):

email: dpo7@proenergy.sk

1. Purpose of personal data processing and legal basis for processing

The purpose of the personal data processing is: processing of accounting documents of the persons concerned in the implementation and performance of pre-contractual and contractual relations.

Personal data are processed: based on Section 13 1 letter b) of the Act, Art. 6 par. 1 letter b) Regulations, Civil Code, Commercial Code, Value Added Tax Act 222/2004 Coll. as amended (Section 74), Act No. 431/2002 Coll. on Accounting, as amended.

The legitimate interest of the Operator or third party

The processing of personal data for a purpose of the legitimate interests of the Operator or third party does not apply.

2. Identification of processed personal data of the data subjects

Data subjects, whose personal data are processed are: clients, potential clients.

The extent of processed personal data: The name and surname of the taxable person, the address of his/her registered office, the place of business, the type of establishment, the place of residence or the address of the place of usual residence and identification number for the purposes of value added tax or the name and the surname of the recipient of the goods or services, the address of his/her registered office, the place of business, the type of establishment, the place of residence or the address of the place of usual residence and identification number for the purposes of value added tax under which the goods were delivered or to which he was supplied service, Reg. No., VAT ID of VAT payers, bank account number, and a signature.

3. Identification of the recipients, categories of recipients

The Operator may provide personal data to the authorized entities such as institutions and organizations, authorized by a specific legal regulation or contractor (especially processor) who have undertaken to accept reasonable guarantees to maintain the protection of processed personal data as follows:

Tax Office	Act no. 595/2003 Coll. Income Tax Act, as amended Act no. 222/2004 Coll. Value Added Tax, as amended Act no. 563/2009 Coll. on Tax Administration (Tax. Procedure Code) to Certain Acts as amended
Other authorized entity	Generally binding legal regulation pursuant to Paragraph 13 point 1(c) of the Act No. 18/2018 Coll. on Personal Data Protection and on the amendment of certain other Acts
Contractor ECON- AUDIT	Auditors

Personal data may be provided to other recipients if the data subject consents or orders to provide his/her personal data to them.

4. Transfer of personal data to third county/ international organization

Transfer of personal data to third countries or international organizations does not apply.

5. Identification of the source of which the data were collected

Directly from the data subject (personally, by e-mail, by telephone, via the Operator’s website).

6. The retention period of personal data

The Operator shall process the personal data for the period necessary to fulfill the purpose, but maximum for the period of 10 years.

7. Profiling

The Operator does not process the personal data by profiling, or by other similar means based on automated individual decision-making.

8. Rights of the data subject

The data subject shall have the right to request from the Operator the access to processed personal data concerning him/her, the right to rectification of personal data, the right to personal data erasure or restriction, the right to object to the processing of personal data, the right not to be subject to a decision based solely on automated processing, including profiling, the right to data portability as well as the right to initiate the proceeding to supervisory authority. When the Controller processes the personal data based on data subject's consent, the data subject shall have the right to withdraw his or her consent to processing at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal. The data subject can exercise his/her rights by sending an e-mail to e-mail address: gdpr@telegrafia.sk or by sending the letter to the address of the Operator.

9. Obligation to provide personal data

Data subject personal data on a voluntary basis, based on the consent (the provision is not a statutory / contractual requirement); if they are not provided, they will not be informed about news, discounts or other marketing offers.