

Information about the processing of personal data – administration of registry

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 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, whom we can provide, where you can obtain information about your personal data, and exercise your rights in the processing of personal data.

Identity and contact data:

The Controller who is processing your personal data is company Unique People, s. r. o., Štúrova 50, 040 01 Košice – mestská časť Staré Mesto, IČO: 46 789 146, email: gdpr@uniquepeople.net (hereinafter referred to as the "Controller").

Contact details of the data protection officer supervising the personal data processing:

Email: dpo6@proenergy.sk

1. Purpose of the personal data processing, legal basis and storage period

The purpose of the personal data processing is administration of registry and administration communication in between a controller and public authorities.

Personal data are processed pursuant to Act No. 395/2002 Coll. on archives and registry and on the amendment of certain Act No. 305/2013 Coll. and on the amendment of certain Act.

The legitimate interests of the Controller or third party

The processing of personal data for a purpose of the legitimate interests of the Controller does not apply.

2. Identification of processed personal data of the data subjects

Data subjects about whom are processed the personal data are: senders and recipients of correspondence.

The scope of processed personal data: title, name, surname, signature, address, telephone number, fax number or electronic address, the scope of communication to Act. No 305/2013 Coll.

3. Identification of recipients or categories of recipients

The Controller may provide the personal data to authorized entities (institutions/organizations) under specific legislation or to contractors (mainly data processors), who have undertaken to accept reasonable safeguards for the protection of processed personal data, as follows:

Ministry of the Interior of the Slovak Republic	Act. No. 395/2002 Coll. On archives and registries and on the amendment of the certain laws as amended
Another authorized subject	Generally binding legal regulation in accordance with § 13 par. 1 letter c) of the

	Act. No. 18/2018 Coll. On the protection of personal data and on the amendment of certain laws
Contractual partner (based on the contract)	§34 of the Act. No. 18/2018 Coll. On the protection of personal data and on the amendment of certain laws

With the consent of the data subject or his / her order, personal data may be provided to other recipients.

4. Transfer of personal data to a third country/international organization

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

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

Directly from the data subject, or his/ her legal representative.

6. The retention period of personal data

The Controller shall process the personal data for the period necessary to fulfil the purpose, but for a maximum of 10 year after the termination of purpose.

7. Profiling

The Controller 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 Controller 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 through sending an e-mail to e-mail address: gdpr@uniquepeople.net or sending the letter to address of the Controller.

9. Obligation to provide the personal data

The provision of personal data is a contractual requirement, processing of personal data is necessary. In the case of non-disclosure of personal data, the contractual relationship with the data subject or with statutory body or a data subject acting on behalf of company he represents shall not be concluded. Data subject has the obligation to provide true personal information, in the event of non-disclosure, he/she violates the Act and the Regulation.