

Declaration regarding the processing of personal data

This document provides information on the methods of processing of personal data at the company ATC Automotive Technics Czech s.r.o. and on your rights in this context. The processing of personal data in all scopes is performed on the basis of the legal amendments and, in particular, the standards of the GDPR (EU General Data Protection Regulation).

Our company processes all personal data with maximum emphasis on security and uses the available technical means to protect this data.

To this end, our company has implemented measures to protect personal data, in particular including measures to prevent any unauthorised or accidental access to the data, any changes, deletion or loss, any unauthorised forwarding, as well as any unauthorised processing or other misuse of the data.

The latest version of this document can always be found on the company website at: www.atc-cz.eu.

Who does the processing and when is your personal data processed?

The data administrator is the company ATC Automotive Technics Czech s.r.o., ID No.: 27892794, based in 77 041, Řepov 32, Mladá Boleslav, entered in the Commercial Register managed by Prague City Court, Dept. C, entry 124703.

Personal data is processed exclusively by the company ATC, or potentially by an appointed processing agent who is always obligated to process the personal data in accordance with the legal regulations.

The company has an obligation to maintain secrecy and to use the personal data in accordance with the purposes for which it was made available.

The company ATC processes your personal data only in the absolutely necessary scope and only when at least one of the following conditions is met:

- You have issued your approval for this processing.
- There is a legitimate interest on our part for this processing.
- Processing is required within the scope of fulfilling contractual agreements.
- Processing is required within the scope of fulfilling obligations resulting from general legal regulations that are binding us.

The personal data that is required for correct fulfilment of all obligations on the part of ATC, no matter whether these obligations result from contractual agreements or generally binding legal regulations, still need to be processed by us even if you have revoked your consent.

The company ATC collects personal data and bears responsibility for proper and legal processing of personal data. You are entitled to assert your rights toward our company within the scope of personal data protection (described below in this document).

What personal data do we process?

In particular, we process personal data that is important for us in order to establish and maintain business relations. In concrete terms, this involves the following:

- **Address data and identification details** that are used to uniquely and unmistakably identify the data subject (for example first name, family name, academic title, personal reference number, date of birth, residential address, ID number, tax ID number) and details that allow contact to be established with the data subject (contact details – such as contact address, telephone number, fax number, e-mail address and other similar information).
- **Descriptive data** (for example bank details).
- **Further necessary data for completion of the contract** (as a result of the concrete contractual agreements).

Data that has been processed beyond the scope of the corresponding legislation but within the scope of the consent provided by the data subject (processing of photographs, use of personal data for the purpose of personal questions and similar).

The special category of personal data (sensitive data) is not processed by us and we do not use any personal data for automated decision-making processes, including profile creation.

Why do we even process personal data?

The main reasons for processing your personal data are to perform our business activities and fulfil our obligations towards you, i.e. for the purpose of agreeing to a business relationship and subsequent fulfilment of contractual agreements. This typically involves delivery of our products and services.

Personal data is also important to us for the following activities:

- Recruitment of new employees.
- Protecting the rights of ATC, the recipient or other affected parties (for example collection of receivables).
- Fulfilling other legal obligations.

The data which we process on the basis of your consent then forms a specific category. We only ever process this data for the purpose stated, which itself represents an inseparable component of every declaration of consent.

Your rights within the scope of personal data protection

Due to applicable legal amendments, every data subject has the following rights, which may be asserted at any time.

- The right to information on the processing of your data - This focuses in particular on information used for the purpose of processing, of identifying the company ATC, on justifying its interest, as well as on the recipients of the personal data if the data is forwarded to other persons.
- The right to access personal data - We make the personal information we have on you available to you on the basis of the application.
- The right to rectification or supplementation - If you would like to amend this data, we will be happy to do so.
- The right to deletion - Data on your person is deleted if requested by you, as long as this does not conflict with other purposes which require us to continue storing the data.
- The right to restrict processing - You can define restrictions regarding the processing of your data, as long as this does not conflict with other purposes of processing.
- The right to transferability of data - We can forward your data to another person on the basis of your instructions.

- The right not to be part of automated individual decision-making processes that lead to legal or similar validity, including profile creation. The company ATC currently does not use any automated procedures in processing your data, nor is any profile created.
- The right to raise an objection - If you do not agree to something, please feel free to contact us at any time.

You have the right to revoke the consent you have provided with regard to processing of your personal data at any time and you have the right to submit a complaint to the supervisory authorities via the following addresses:

Authority for protection of personal data

Pplk. Sochora 27
170 00 Praha 7
Tel.: 234.665.111
Web: www.uoou.cz

Revoking consent and asserting rights on the part of the data subject

You may assert your right to revoke your voluntarily submitted consent with regard to the processing of personal data and exercising of your own rights as a data subject free-of-charge and at any time by sending an official printed certificate with certified signature to the address of ATC stated above or, if you so desire, by submitting the documents in person at the address of the respective branch office.

The type and nature of delivery is selected so as to identify your person. These are security measures designed to prevent any access to your personal data by unauthorised persons.

Revoking your consent does not affect processing of your personal data provided prior to revoking your consent. Revoking your consent also does not have any influence on processing of personal data which we process on a different legal basis than your consent (i.e. particularly when processing is required for contractual fulfilment, to meet legal obligations or for any other reasons listed in the applicable legal regulations).

Contact details for sending proposals and complaints

Should you have any questions or proposals regarding personal data protection, please feel free to get in touch with us at the following e-mail address: atc@atc-cz.eu.