

The personal data processing informations

The company CONTI THERM spol. s r.o., IČO: 25843427, headquarters address U Školy 248, Třinec, Czech Republic, registered in the Commercial Register kept at the Regional Court of Ostrava, section C, insertion 21289 (hereinafter „CONTI THERM“), as a personal data controller, informs about the mode and range of the personal data processing. CONTI THERM processes personal data according to Regulation (EU) 2016/679 (GDPR), April 27, 2016 (valid from 25 May 2018).

The purpose and range of the personal data processing:

CONTI THERM processes only accurate and up-to-date personal data, which the relevant collection title, only for the stated purpose (the employment relationship duties, including the processing of the potential employees data, the business activities obligation duties) of the following range:

- a) Employees: name, surname, personal identification number, place of birth, permanent residence address, insurance number, bank account number, wages, information about the highest education certificate, telephone number, employee's children's name and surname, Work Capability Assessment – Doctor's Certificate, CONTI THERM also processes, in relevant cases, the employee's children's personal identification number, the temporary incapacity for work decision, the medical treatment confirmation, the certificate of roadworthiness copy (privat vehicle used for business travel)
- b) Potential employees: CV, telephone number or e-mail
- c) Business Partners: company Name / name and surname, headquarters / permanent residence address, ID / Tax ID, telephone number, e-mail

Processing time:

- a) employees - during the duration of the employment relationship or within the time-limits laid down by law, subsequently destroyed, retained data in order to protect the rights and legitimate interests of the employer
- b) potential employees - during the duration of the selection procedure, archived for further use in the case of a new recruitment procedure (based on the written consent of the job seeker), or destroyed
- c) the business partners - until the request for data deletion out of the database is filed (the form is sent on request)

Personal data sources:

CONTI THERM obtains personal data exclusively from the data subject or based on the valid contract.

Processors and recipients:

Personal data may be processed by other processors for the purposes described above, based on the contracts. CONTI THERM's Privacy Policy is secured technically and organizationally due to the Regulation (EU) 2016/679. The same security level is required on the Personal Data Processors.

CONTI THERM informs that personal data may, upon a legal request, be transferred to third parties that have the legal authority to request the transmission of the personal data on the request.

Rights of the data subjects:

The data subject is entitled to request information about the processing of his or her personal data, on the purpose of the processing, the extent or the categories of personal data being processed, CONTI THERM will provide the required information without delay, with reasonable compensation.

Třinec, 5/2 2018

Approved: Roman Ruzs, Managing Director