# Overview of the Processing of Personal Data of Visitors (Individuals Entering the Operator's Premises)

*Pursuant to Articles 13 and 14 of the Regulation (EU) 2016/679 of the European Parliament and of the Council on the Protection of Individuals with regard to the Processing of Personal Data and on the Free Movement of such Data (hereinafter referred to as the "GDPR") and Act No. 18/2018 Coll. on the Protection of Personal Data and on Amendments to Certain Acts (hereinafter referred to as the "Personal Data Protection Act").*

The purpose of this overview is to provide you with basic information regarding the processing of your personal data when you enter and move within our premises.

# Identification and Contact Information

# The data controller processing your personal data is CD – profil s.r.o., 1. mája 2070, 031 01 Liptovský Mikuláš, Company ID: 31 615 830, Phone: 044/285 18 22 (hereinafter referred to as the "data controller").

# In case of any ambiguities, questions regarding the processing of your personal data, suggestions, or complaints, if you believe that we are processing your personal data unlawfully or unfairly, or in case of exercising any of your rights, you can contact us at any time by sending an email to: ochranaosobnychudajov@cdprofil.sk, or in writing to the address of the data controller.

# Contact details of the data protection officer overseeing the processing of personal data: dpo7@proenergy.sk.

# Basic Overview of Processing Activities

We may process your personal data within the following processing activities (IS):

| **Title and Description of Processing Activity - Purpose and Legal Basis, Other Important Facts** | **Categories of Data Subjects** | **Categories of Personal Data** | **Retention Period for Personal Data** | **Category of Recipients (External)** |
| --- | --- | --- | --- | --- |
| Access Control to the Premises - Visitors - If you enter our premises on a one-time basis, we may record your entry and verify your identity as well as your authorization to enter, based on legitimate interest. | Visitors entering the operator's premises. | • Personal data (ordinary - identification). | 3 years. | (1) Police, other authorized entities. |
| CCTV System - If you move within our monitored areas, you will be recorded on video surveillance, aimed at ensuring safety (including crime detection), protecting life, health, property, and financial interests of the operator, and protecting the life, health, and property of individuals moving within the monitored area. The recordings may be used to hold you accountable in case of violations of internal regulations and/or legal provisions related to endangering or damaging property, life, health, safety, or financial interests. Processing is based on the legitimate interest of the operator or a third party. | Individuals moving in the monitored area. | • Personal data (ordinary - captured on video surveillance). | 7 days. | (1,5) Police, other authorized entities. |
| Technical and Organizational Measures - We may process records containing your personal data as part of the technical and organizational measures implemented by the operator to ensure an adequate level of security, maintain compliance with the requirements of the GDPR, and prevent or eliminate adverse effects on data subjects and the operator. This may include, for example, records of employee training, confidentiality agreements of individuals who come into contact with personal data, records related to your consent to the processing of personal data, records related to handling your requests for exercising rights, records related to resolving security incidents and data breaches, records from audits in which you participated, records of assignment/revocation of assets, access rights, records related to the use of assigned assets, etc. Processing is in the legitimate interest of the operator and also a duty arising from the GDPR. Records may be used to hold you accountable and as evidence for demonstrating, asserting, or defending legal claims of the operator or a third party (especially in relation to endangering/breaching security, including the protection of human life and health, property, financial or material damage, disruption of operations, damage to reputation, leakage of know-how, etc.). | Employees, responsible persons, applicants for exercising rights, individuals to whom the operator fulfills obligations arising from the GDPR, individuals involved in or addressed in the context of a security incident, processors, other external entities (e.g., if individuals are invited to address the issue - consultants, auditors, lawyers), employees of authorities based on special legal regulations (e.g., employees of supervisory authorities in the context of consultation, inspection activities), etc. | • Personal data (ordinary - identification, contact, which may be supplemented by other necessary data of various natures depending on the nature of the issue addressed - e.g., login data, data related to the behavior of users/offenders (e.g., login, logout logs |  |  |

**Obligation to Provide Personal Data**

The obligation to provide personal data varies for each of the processing activities mentioned above.
In cases where processing is based on your voluntary consent, you are not obliged to provide personal data; however, by not providing it, you may not be able to utilize our service that relies on consent or benefit from it.

In cases where processing is a legal or contractual requirement, or a task that we are obliged to perform in the public interest, you are required to provide us with personal data. Failure to provide it may result in a violation of the law or hinder the use of our services, as we will not be able to fulfill our legal/contractual obligations.

Providing personal data that we process based on legitimate interest is mandatory; however, you have the right to object to such processing. We will always properly assess your request, but it is possible that in certain cases we may not be able to comply with your request, and the provision of personal data will remain mandatory. Similarly, when we carry out profiling, you have the right to request that you are not included in it.

There is no transfer of personal data to a third country/international organization.

Profiling is not conducted.

**Supplementary Information**

# Data from some of the processing activities mentioned above may, where applicable and to the necessary extent, be used in the context of demonstrating, asserting, or defending our legal claims, or the legal claims of a third party (for example, providing data to law enforcement authorities, bailiffs, lawyers, etc.), in judicial or extrajudicial proceedings, debt collection, etc. Some personal data obtained (e.g., confirmations, records, other documents confirming a given fact, etc.) may be retained and used as "evidence" for the purposes of audits, inspections by third parties, verifying the proper fulfillment of the operator's obligations under legislative requirements, or other requirements (contractual, sectoral, etc.).

# Your Rights

As a data subject whose personal data we process, you have rights under the GDPR and the Personal Data Protection Act in relation to the processing of personal data, including the right to request access to personal data processed about you, the right to rectification (or completion) of personal data, the right to erasure, or restriction of processing of personal data, the right to object to the processing of personal data, the right not to be subject to automated individual decision-making, including profiling, the right to data portability, and the right to withdraw consent to the processing of personal data. If you decide to exercise any of your rights, you can use our request form, which is available upon request. If you are not satisfied with our response or believe that we have violated your rights or are processing your personal data unfairly, unlawfully, etc., you have the option to file a complaint – a proposal to initiate proceedings with the supervisory authority, which is the Office for Personal Data Protection of the Slovak Republic.