

# DATA PROTECTION DECLARATION

*pursuant to Article 13 et seq. of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016*

*on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) - hereinafter referred to as "GDPR"*

## I. Personal data controller and contact details

In accordance with Article 4(7) of the GDPR, the controller of personal data is the company **FUN RIDES TECH s.r.o.**, ID No.: 29187516, registered office Bílovice 131, 798 41 Bílovice-Lutotín, hereinafter referred to as the "**Controller**".

The administrator is a commercial company within the meaning of act no. 90/2012 Coll., on business corporations, with the subject of activity production, trade and services not specified in annexes 1 to 3 of the trade licensing act, machining, locksmithing and toolmaking.

Contact details of the Administrator:

- phone: +420 582 373 011
- Mailbox ID: vcsfmd8

## II. Purposes of the processing, its legal basis and duration of processing

AGENDA	PURPOSE OF PROCESSING	LEGAL BASIS	PROCESSING TIME
Personnel and legal agenda of employees (e.g. keeping personnel files, performing routine work administration, issuing certificates, fulfilling reporting obligations to the health insurance company, etc.)	Fulfilling the obligations arising for the Data Controller, as an employer, from legal regulations in the area of labour law, e.g. according to: - 262/2006 Coll., Labour Code (§ 103(2), § 105(2), § 312), - Act No. 48/1997 Coll., on public health insurance (§ 10) - 187/2006 Coll., on Sickness Insurance (§ 65, § 92 to § 100), Act No. 155/1995 Coll., on Pension Insurance (§ 1(2), § 16, § 73), - 280/2009 Coll., Tax Code,	Article 6(1)(c) GDPR performance of a legal obligation  Article 6(1)(b) GDPR processing necessary for the performance of a contractual obligation (performance of an employment contract or agreement outside the employment relationship)	Personal file - A50, Reduction of working time - S5, Secondary activities, agreements held outside the employment relationship (FTE, FTE) - cat. S/5, Qualification and education - cat. V10, Working hours (time off, work concessions, overtime) - S5 Compensation for injury - S5 Sickness and social security for workers / register of insured persons - S10

	- Act No. 586/1992 Coll., on income tax		Health insurance / insurance register - S10 Selection procedures for filling posts - S5 Work rules, work discipline - A5 Penalties under the Labour Code - S5, Labour disputes - V10 Absence - S5 Loans to employees - cat. S/5 OHS documentation - cat. V/5 Categorization of works - cat. S/5; Medical examinations - cat. S/5; Persons with reduced working capacity - cat. S/5;
Payroll - processing of the payroll agenda	Fulfillment of the employer's obligations arising from the employment contract/agreement outside the employment relationship or from labour law regulations, according to: - 262/2006 Coll., Labour Code (§ 109), - Act No. 586/1992 Coll., on Income Tax (e.g. Section 6(12)), - 592/1992 Coll., on public health insurance premiums, - Act No. 187/2006 Coll., on Sickness Insurance, - Act No. 589/1992 Coll., on social security contributions, - Act No. 155/1995 Coll., on pension insurance	Article 6(1)(c) GDPR performance of a legal obligation  Article 6(1)(b) GDPR processing necessary for the performance of a contractual obligation (under an employment contract or an agreement outside the employment relationship),	Remuneration documents - cat. S3 Pay slips - cat. S/5 Personal income tax - cat. S/10 Deductions from wages - S5 Payroll - S50 Pension insurance record sheet - S50
Register of CVs	Implementation and organisation of the admission procedure	Article 6(1)(b) GDPR - processing necessary for the conclusion of a contract	For the duration of the admission procedure
	Register of job applicants	Article 6(1)(a) GDPR - consent to the	Until the consent to processing is withdrawn, otherwise no longer

		processing of personal data.	than 5 years after the consent is given
Employee pension insurance	Fulfilling the employer's obligations arising from the employment contract/agreement outside the employment relationship or from labour law legislation, e.g. according to: - Act No. 42/1994 Coll., on supplementary pension insurance, - Act No. 427/2011 Coll., on supplementary pension savings	Article 6(1)(c) GDPR - compliance with a legal obligation  Article 6(1)(b) GDPR - processing necessary for the performance of a contractual obligation	For the duration of the employment relationship
OSH Agenda	Fulfilling the legal obligation pursuant to Section 105 of Act No. 262/2006 Coll., the Labour Code, and Government Regulation No. 201/2010 Coll., on the manner of recording, reporting and sending accident records	Performance of a legal obligation within the meaning of Article 6(1)(c) GDPR	Employee manager, insurance company, public authorities in the context of control activities in the area of the employer's performance of work duties
Communication with client representatives (phone, e-mail)	Providing client service and handling client requests	Article 6(1)(b) GDPR - processing necessary for the performance of a contract  Article 6(1)(f) GDPR - legitimate interest of the controller	During the processing of the order and the client's request, not longer than until the order is processed
Accounting agenda, contract and contractor records	Creation and registration of contracts, registration of orders, communication with suppliers and customers of services or goods, control of the fulfilment and compliance with contractual obligations, fulfilment of legal obligations - e.g. archiving of accounting documents according to Act No. 563/1991 Coll., on Accounting (§ 9 (1), § 11, § 12, § 13, § 31), preservation of contracts for control of	Article 6(1)(b) GDPR processing necessary for the performance of a contractual obligation	Archiving of accounting documents in accordance with Section 31 of Act No. 563/1991 Coll., on Accounting - invoices S10 (VAT payer), financial statements and annual report S10, accounting documents S10 (VAT payer), accounting books S10 (VAT payer).

	management by public authorities		
Camera system in the premises	Ensuring the safety of employees at the workplace, control of OSH compliance, protection of property	Article 6(1)(f) GDPR - legitimate interest of the controller	Record kept for a maximum of 3 days.
Operation of the accommodation facility	Provision of accommodation services	Article 6(1)(b) GDPR processing necessary for the performance of a contractual obligation	For the duration of the lease agreement, subsequent archiving of lease agreements as a basis for possible control of accounting documents in accordance with Section 31 of Act No. 563/1991 Coll., on Accounting
	Keeping records in the accommodation book <sup>1</sup> according to Section 101 of Act No.326/1999 Coll., on the residence of foreigners in the territory of the Czech Republic (foreigners) and for citizens of the Czech Republic the obligation arises from the obligation to pay the local fee or on the basis of a concluded accommodation contract.	Article 6(1)(c) GDPR - compliance with a legal obligation  Article 6(1)(b) GDPR - processing necessary for the conclusion and performance of a contract	For the duration of the accommodation contract, archiving of S3 documents for possible inspection by public authorities for the purpose of fulfilling legal obligations by the Administrator
Agenda of marketing and advertising campaigns (name, surname, email, phone, language preferences, type of entity)	The purpose of processing personal data is to send commercial communications and to carry out other marketing activities.	Article 6(1)(a) GDPR - consent to the processing of personal data.	Until the consent to the processing of personal data is withdrawn.

### III. Mandatory processing and obligation to provide personal data

The processing of personal data for the above purposes is mainly a legal or contractual requirement. Failure to provide personal data may result in non-compliance with the law or make it difficult to perform a contractual obligation.

<sup>1</sup> In accordance with the opinion of the Data Protection Authority, available online here <https://www.uoou.cz/evidence-ubytovanych/ds-2539>.

The processing of personal data on the basis of consent to processing is voluntary and the provision of such personal data is therefore not necessary for the performance of the activities of a public authority. The data subject has the right to freely decide whether or not to provide consent and may withdraw such consent.

#### **IV. Categories of recipients, processors of personal data and cross-border transfers**

Access to personal data is only ever granted on the basis of legal regulations. If it is necessary to disclose personal data to recipients in accordance with the law, it is only disclosed to the limited and necessary extent, while complying with the security standards pursuant to Article 32 of the GDPR.

The categories of recipients of personal data are mainly public authorities that carry out control, supervision and surveillance activities in accordance with the legislation. For this reason, personal data may be transferred or made available to the extent permitted by law, e.g. to the Police of the Czech Republic, judicial authorities, the Financial Office, the Social Security Office, the Social Security Institution, the State Labour Inspectorate of the Czech Republic, the Executor's Office, etc.

In order to ensure the proper internal organizational functioning of the Controller, personal data may be transferred to a person who provides its services in addition to the Controller in order to facilitate organizational functioning. In this case, this is called a personal data processor. The Controller uses the following personal data processors in its organisation:

- 1) Božena Režná - the subject of personal data processing is the provision of accounting services (including payroll accounting) and tax administration services.
- 2) Ecomail.cz, s.r.o. Na Zderaze 1275/15, 120 00 Prague 2 - the subject of personal data processing is the provision of marketing services and the management of advertising campaigns.

The Controller has duly concluded a processing contract with each processor of personal data pursuant to Article 28(3) of the GDPR.

The controller hereby declares that personal data are not transferred to third countries or international organisations within the meaning of Article 13(1)(f) GDPR.

#### **V. What rights do you have in the area of data protection?**

When processing personal data, each data subject is guaranteed the following rights:

- the right to transparent information and adequate communication (Article 12 GDPR);
- the right to request access to your personal data (Article 13 GDPR);

- where consent has been requested for processing within the meaning of Article 6(1)(a) and Article 7 of the GDPR, the data subject has the right to withdraw consent;
- the right to rectification of personal data (Article 16 GDPR);
- the right to restriction of processing (Article 18) GDPR
- the right to erasure of personal data (Article 17 GDPR)
- the right to data portability (Article 20 GDPR)
- the right to object to processing (Article 21 GDPR)
- the right to lodge a complaint with the supervisory authority if you believe that the processing of personal data violates the legal regulations on personal data protection. You can lodge a complaint with the supervisory authority, which is the Office for Personal Data Protection, located at Pplk. Sochor 27, 170 00 Prague 7, [www.uoou.cz](http://www.uoou.cz).

#### **VI. How can you exercise your rights?**

You can exercise your rights by submitting a submission to

- to the contact address of the Administrator: Bílovice 131, 798 41 Bílovice-Lutotín;
- via a data message sent to the Administrator ID: vcsfmd8.

#### **VII. Supervisory authority**

In the area of personal data protection, the supervisory activity is carried out by the Office for Personal Data Protection, with its registered office at Pplk. Sochor 27, 170 00 Prague 7, email: [posta@uoou.cz](mailto:posta@uoou.cz), [www.uoou.cz](http://www.uoou.cz).

If you believe that we are handling your personal data in violation of the data protection regulations, you can contact us by phone +420 582 373 011 or at the above contact address.

#### **VIII. Automated individual decision-making and profiling**

The controller hereby declares not to **carry out** automated individual decision-making and/or profiling of personal data subjects.

In Bílovice-Lutotín, 27 June 2024