

Principles for the processing of personal data under the GDPR

These principles become effective on 25.05.2018 and are issued in compliance with Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data (the “Regulation” or “GDPR” henceforth).

1 Personal data controller

Trade name: MICRORISC s.r.o.
Address: Průmyslová 1275, 506 01 Jičín, Czech Republic
Company ID No.: 25921681
Tax ID No.: CZ25921681
WWW: www.microrisc.com
Tel.: +420 493 538 125

2 Privacy protection declaration

MICRORISC s.r.o. undertakes to respect and protect your privacy.

The company further commits to protect your personal data and adhere to requirements laid down in Act No. 101/2000 Coll., on Personal Data Protection, and, beginning from 25.05.2018, in the GDPR (General Data Protection Regulation) - 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).

3 What data are processed and how long

The data controller processes the personal data in the scope of the name, surname, e-mail address, telephone contact, billing address and delivery address.

The processing of the aforementioned personal data is carried out in order to execute the concluded purchase contract, the delivery of the ordered goods and in order to protect data controller’s rights concerning possible legal disputes arising from the concluded purchase contracts.

The data controller will process the above mentioned personal data of the customers for 10 years from the conclusion of the relevant purchase contract in accordance with Section 35 of Act No. 235/2004 Coll., On Value Added Tax.

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4 Security of personal data

In electronic form, personal data of entities are stored on secure servers owned or leased by the data controller. Access to electronic data is only enabled to authorized persons only, determined by the data controller. Data is



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..... www.microrisc.com
Citibank a.s. 51 08 85 60 06 / 2600 IBAN: CZ98 2600 0000 0051 0885 2600 VAT nr. CZ 25 92 16 81 registered at District Court in Hradec Králové, inset C - 14692

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protected by modern security features. Data is secured against unauthorized access, use, or disclosure to a third party.

In paper form, the data is stored within the secure premises of the business department and the company archive. Only authorized persons designated by the data controller have access to these spaces.

5 Why personal data are processed

The provision of personal data is necessary for the creation of the order and the issue of the invoice, the sending of the goods and the possible settlement of the claim. Processing is necessary to comply with the legal obligation that the administrator applies, namely the registration of tax documents.

6 Who obtains personal data

The controller will process the personal data of the customer himself.

If the ordered goods are delivered at the customer's request to the address stated in the order, the trustee will provide the customer with the customer's personal data (to the extent of: name, surname, telephone contact and delivery address) to the relevant carrier.

Personal data are used only for the purpose for which they were provided, and to the extent strictly necessary, the data controller do not sells or transfers the personal data to a third party for commercial use.

7 Rights of data subjects

7.1 Right to erasure

Pursuant to Art. 17 of the Regulation, the data subject has a right to erasure of personal data concerning him/her unless the controller proves legitimate reasons for processing such personal data. The controller has set up mechanisms to ensure automatic anonymization or erasure of personal data in case any personal data are no longer required for the purpose for which such data have been processed. If the data subject believes that his/her personal data have not been erased, he/she may contact the controller in writing to the address of the controller's registered office address or in an electronic form to the controller's email address.

7.2 Right to restriction of processing

Pursuant to Art. 18 of the Regulation, the data subject has the right to restriction of processing until the data subject's instigation is settled, if the data subject contests the accuracy of personal data, reasons for processing of the same, or if the data subject has objected to processing, in writing to the controller's registered office address or in an electronic form to the controller's email address.

7.3 Right to notification regarding rectification or erasure of personal data or restriction of processing

Pursuant to Art. 19 of the Regulation, the data subject has a right to be notified by the controller of any rectification or erasure of personal data or restriction of processing. Where we rectify or erase personal data, we inform individual recipients, unless this proves impossible or involves disproportionate effort. The application regarding this right may be sent in writing to the controller's registered office address or in an electronic form to the controller's email address.

7.4 Right to data portability

Pursuant to Art. 20 of the Regulation, the data subject has the right to portability of data concerning him/her and provided by him/her to the controller, in a structured, commonly used and machine-readable format, and the right



to ask the controller to transfer these data to another controller. If technically feasible, these data may be transferred to a controller appointed by you provided that a person acting through the respective controller is duly appointed and it is possible to authorize such person.

In case the assertion of this right might affect any rights or freedoms of third parties adversely, your application cannot be complied with. The application regarding this right may be sent in writing to the controller's registered office address or in an electronic form to the controller's email address.

7.5 Right to object to personal data processing

Pursuant to Art. 21 of the Regulation, the data subject has the right to object to processing of his/her personal data for the reason of the controller's legitimate interest.

Unless the controller demonstrates the existence of compelling legitimate grounds for the processing which override the interests or rights and freedoms of the data subject, the controller will no longer process the personal data based on the data subject's objection without undue delay. The letter of objection may be sent in writing to the controller's registered office address or in an electronic form to the controller's email address.

7.6 Right to withdraw consent to personal data processing

The consent to personal data processing for marketing and business purposes with effect from 25.05.2018 can be withdrawn at any time thereafter. The withdrawal must be effected in form of an express and intelligible expression of will, either in writing to the controller's registered office address or in an electronic form to the controller's email address.

Processing of data from cookies can be eliminated by adjusting the browser settings.

7.7 Automated individual decision-making including profiling

The data subject has a right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning him/her or affects him/her significantly in a similar way. The controller declares that no automated decisions are made without human evaluation as to the legal effects on data subjects.

7.8 Right to contact the Office for Personal Data Protection

The data subject has a right to contact the Office for Personal Data Protection (www.uoou.cz).

