**Information on the processing of personal data and the rights of the data subject; the controller’s obligation to inform**

**Controller’s identification and contact data:**

Personal data will be processed and stored securely, in accordance with the controller’s security policy, strictly for a specific, predetermined purpose and only for the time necessary to meet the purpose of the processing. Access to personal data will be restricted to persons entrusted by the controller to process personal data, who process the data in accordance with the controller’s instructions and in compliance with the controller’s security policy.

**Contact form**

The processing purpose for which the personal data is intended is the performance of contractual or pre-contractual relationships, the contacting of the controller through the electronic contact form on the website.

The legal basis for personal data processing is the contractual and pre-contractual relationship between the controller and the data subject via the electronic form located on the website.

The period for which the personal data will be stored, or information on the criteria for the determination thereof, is the period from the time the personal data are obtained until such time as the purpose of processing is achieved.

The provision of personal data by the data subject is required to conclude a contract; if the data subject refuses to provide the data, it will not be possible to fulfil the purpose.

**Cookies**

The processing purpose for which the personal data are intended is to track the data subject’s movements, actions and decisions on the website.

Legal basis for personal data processing: consent

The period for which personal data will be stored, or information on the criteria for the determination thereof, is the period from the time the personal data are obtained until such time as the purpose of processing is achieved.

The provision of personal data by the data subject is required to achieve the purpose of the processing. The data subject is not obliged to grant the controller consent to the processing of his or her personal data, and consent may be withdrawn by the data subject at any time by contacting the controller through the controller’s contact data.

**RIGHTS OF THE DATA SUBJECT**

**Rights of the data subject in respect of the processing of his or her personal data:**

**The right to withdraw consent -** where your personal data are processed on the basis of your consent, you have the right to withdraw your consent at any time. You can withdraw consent by electronic means to the address of the data protection officer, in writing, by notice of withdrawal of consent or in person at the office. Withdrawal of consent does not affect the lawfulness of the processing of personal data according to your consent prior to your withdrawal thereof.

**The right of access -** you have the right to be provided with a copy of the personal data we possess about you, as well as to information about how we use your personal data. In most cases, your personal data will be provided to you in written form, unless you require the data in a different form. If you have requested this information in electronic form, it will be provided electronically, provided it is technically feasible.

**The right to rectification -** we take reasonable steps to ensure that the information we possess about you is accurate, complete and current. If you believe that the data we possess are inaccurate, incomplete or outdated, please do not hesitate to ask us to modify, update or complete the data.

**The right to erasure (right to be forgotten)** - you have the right to ask us to erase your personal data, for example, if the personal data we have received about you are no longer needed to fulfil the original purpose of the processing. However, your right must be assessed in the light of all relevant circumstances. For example, we may have certain legal and regulatory obligations, in which case we will not be able to comply with your request.

**The right to restriction of processing -** in certain circumstances, you are entitled to ask us to stop using your personal data. This is the case, for example, when you believe that the personal data we have about you may be inaccurate or if you believe that we no longer need to use your personal data.

**The right to data portability -** under certain circumstances, you have the right to ask us to transfer the personal data you have provided us to a third party of your choice. However, the right to portability concerns only the personal data we have obtained from you on the basis of consent or under a contract in which you are one of the contracting parties.

**The right to object -** you have the right to object to data processing that is based on our legitimate interests. If we do not have compelling legitimate grounds for processing and you object to such processing, we will no longer process your personal data.

**The right to initiate a procedure for personal data protection -** if you believe that your personal data are being processed unfairly or illegally, you may file a complaint with the Supervisory Authority, the Office for the Protection of Personal Data of the Slovak Republic, Hraničná 12, 820 07 Bratislava 27; tel. number: +421 /2/ 3231 3214; e-mail: statny.dozor@pdp.gov.sk, https://dataprotection.gov.sk. If you submit your complaint in electronic form, the complaint must comply with the requirements under § 19 (1) of Act No. 71/1967 on administrative procedure (code of administrative procedure).