

## Privacy statement

**Cardioservice, s. r. o.**, with its seat at Plynárenská 1, 821 09 Bratislava, Slovak Republic, Company ID: 47 393 939, incorporated in the Business Register kept by the Municipal Court of Bratislava III, Insert No: 91565/B, Phone: +421 (0) 2 32 10 12 86 e-mail: jana.michalacova@cardioservice.sk (hereinafter referred to as the „**controller**“), strictly adheres to the rules of personal data protection of natural persons, including when processing personal data of job applicants (hereinafter referred to as the „**data subjects**“).

As part of the harmonization of personal data protection with Regulation (EU) 2016/679 of the European Parliament and of the Council 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 (hereinafter referred to as the "**Regulation**") and the Personal Data Protection Act No 18/2018 Z. z. (hereinafter referred to as the "**Act**"), the company **Cardioservice, s. r. o.** hereby provides, in accordance with Articles 13 and 14 of the Regulation, data subjects with information on how are their personal data processed, how are they protected and what rights do they have:

### 1. Purposes for processing personal data

Controller processes personal data of data subjects for following purposes:

- a) record of job applicants;
- b) management of networks and information systems.

The provision of personal data of the data subjects to the controller is necessary in particular for carrying out the necessary measures and actions before concluding an employment contract or an agreement on work performed outside of employment, including successful participation in the selection process and admission to the relevant job position at the controller. Failure to provide this personal data to the controller could make it impossible for the data subject to participate in the selection process and therefore also to admit them for the relevant job position with the controller. Personal data of data subjects are stored with due professional care and in accordance with the controller's security policy.

### 2. Legal basis for the data processing

Controller processes personal data of data subjects for particular proposes on following legal basis:

- a) record of job applicants – in accordance with Article 6(1)(b) of the Regulation (performance of a contract or in order to take necessary steps prior to entering into a contract);
- b) management of networks and information systems - in accordance with Article 6(1)(f) of the Regulation (legitimate interest).

### 3. Categories of personal data

Controller processes common personal data od data subjects for all processing purposes (a) and (b) in part 1. of this statement to the following extent: identification data, contact data, data about past work experiences, data about education or qualification, data about hobbies

and free time activities and other data present in the CV, motivational letter and in letters of recommendation.

#### **4. Accessing personal data**

Accessing personal data of data subjects is permitted only to (i) natural persons of controller, who require access to these personal data to perform their work duties or functions (in particular authorized employees and company's statutory representatives) or (ii) external persons who have been exclusively authorized by the controller (especially network administrators, etc.).

#### **5. Source of personal data**

Controller collects personal data from data subjects directly from data subjects themselves or from documents sent to controller during selection process.

#### **6. Storage period**

Period for which the personal data will be processed and stored for particular purposes is as follows:

- a) for the purpose of record keeping of job applicants – at most 1 month after conclusion of selection process to fill particular job position at the controller. After the end of the stated period the personal data of data subjects will be either (i) destroyed, or (ii) in case of conclusion of an employment contract or an agreement on work performed outside of employment, kept processed for labor law purposes;
- b) for the purpose of management of networks and information systems - 1 month after achievement of the objectives of that processing.

#### **7. Recipients**

Controller during processing of personal data for stated purposes, with the exception of network administrator does not share these personal data with another recipient.

#### **8. Transfer of personal data to third country and automated individual decision-making**

Controller during processing of personal data does not transfer these data to third countries in accordance with Article 44 of the Regulation and no automated individual decision-making including profiling is occurring in accordance with Article 22 of the Regulation.

#### **9. Rights of data subjects**

Data subjects, whose personal data are being processed by controller, can exercise following rights at any time:

- a) **Right to access the data** – according to Article 15 of Regulation data subjects have the right to obtain from the controller confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, copy of the personal data;

- b) **Right to rectification** – controller takes appropriate measures to ensure accuracy, completeness of personal data and keeps them up to date. According to Article 16 of Regulation data subjects have the right to obtain without undue delay the rectification of inaccurate personal data, data subject shall have the right to have incomplete personal data completed;
- c) **Right to erasure („right to be forgotten“)** – according to article 17 of Regulation data subjects have the right to obtain from the controller the erasure of their personal data;
- d) **Right to restriction of processing** – according to article 18 of Regulation data subjects have the right to obtain from the controller restriction of processing of personal data;
- e) **Right to data portability** – according to article 20 of Regulation data subject have the right to receive the personal data concerning him or her, which he or she has provided to a controller and have the right to transmit those data to another controller without hindrance from the controller to which the personal data have been provided;
- f) **Right to object** – according to article 21 of Regulation data subjects have the right to object to processing of personal data;
- g) **Right to lodge a complaint with a supervisory authority** – according to article 77 of Regulation data subject have the right to lodge a complaint with a supervisory authority, which is Úrad na ochranu osobných údajov Slovenskej republiky, registered seat: Hraničná 12, 820 07 Bratislava 27; Phone: +421 (0) 2 32 31 32 14; e-mail: statny.dozor@pdp.gov.sk.