# VETRA International s.r.o. - PRIVACY POLICY

Valid from 1.10.2018

# 1. PRINCIPLES OF PERSONAL DATA PROCESSING

The purpose of this document is to inform you about how our company handles your data and what your rights are concerning the personal data we process about you.

## 2. BASIC INFORMATION ON PERSONAL DATA PROCESSING

Identification and contact details of the Administrator: VETRA International s.r.o., Company ID 63506670, registered office Pod Korábem 727, Kdyně, 34506, company registered in the Commercial Register at the Regional Court in Pilsen, Section C, File 6555 (hereinafter referred to as "VETRA"). Contact e-mail: info@vetrainternational.cz.

Supervisory Authority: The Supervisory Authority is the Office for Personal Data Protection with its registered office at Pplk. Sochora 27, 170 00 Prague 7, Czech Republic, e-mail: posta@uou.cz, tel .: +420 234 665 125.

# 3. SOURCES OF PERSONAL DATA

VETRA processes personal data that are necessary for the proper conduct of its business activities, in particular, the personal data of our partners and contact persons. This is particularly the information you provide in the contract (order) with us or data that are available from public sources, or we obtain it from you during negotiations on the contract and its performance.

## 4. PURPOSES OF USE OF PERSONAL DATA

- Negotiations on the contractual relationship
- performance of the contract you have entered into with us
- Address your requests and inquiries
- compliance with our legal obligations
- our legitimate interest (e.g. asserting our claim under a contract)
- providing information or offers that we believe may be of benefit to you

## 5. PERSONAL DATA PROCESSED

For the above-mentioned purposes we process especially the following data:

- Business name or name, surname, registered office or place of business, company ID, VAT number, bank connection.
- Details of the persons authorized to act on behalf of the contractor and of their contact persons - academic title, first name, surname, telephone, and e-mail address.

### 6. TRANSMISSION OF PERSONAL DATA

Personal data may be transferred and processed by third parties cooperating in the execution of individual contracts and subject to EU legislation and within the territory of the EU countries to fulfill the contract you have entered into with us, such as:

- Carriers
  - Verifying authorities
  - Subcontractors

# 7. PERSONAL DATA PROCESSING TIME

VETRA processes personal data for as long as it is necessary for the purposes of their processing. We continually assess whether there is a continuing need to process certain personal data needed for a particular purpose. If we find that they are no longer needed for any of the purposes for which they were processed, we will discard the data.

# 8. METHOD OF PROTECTION OF PERSONAL DATA

We use security and technological and management processes that provide an adequate level of security against threats associated with the processing of personal data and are designed to protect user data from loss, theft, unauthorized access, misuse, or modification.

# 9. RIGHTS OF DATA SUBJECTS

- Right of access to personal data held about you;
- request that your personal information be updated or corrected so that it is always accurate;
- Obtain your personal data in electronic format for yourself or another controller;
- request the deletion of your personal data if they are no longer needed for the purposes for which they were collected or otherwise processed;
- restrict the processing of your personal data in certain circumstances, such as when you object to the accuracy of your personal data, for a period allowing us to verify their accuracy;
- object to the processing of your personal data for specific reasons related to your particular situation, which takes precedence over our compelling, legitimate reasons for processing;
- withdraw your consent at any time if your personal data are processed with your consent, without prejudice to the lawfulness of the processing by consent before its cancellation, or if there is any other legal basis for the processing of your data (e.g. preferred legitimate interests);
- file a complaint with the data controller and / or the competent data protection authority.

## 10. COOKIES

VETRA uses "cookies" and other common technologies for recognizing the visitors of our website www.vetrainternational.cz without the possibility of unambiguous identification of the user. This tracking technology can be rejected in the user's browser.

#### 11. CONSENT

By using our products and services, you agree to this Privacy Policy. If you do not agree with the above policy, we cannot provide you with our services. The use of our services after the implementation of this Privacy Policy is taken as consent to the wording.

## 12. FINAL PROVISIONS

VETRA will update this Privacy Policy if necessary. The current version of the Privacy Policy will always be available at www.vetrainternational.cz.



VETRA International s.r.o. Pod Korábem 727, 345 06 Kdyně Česká republika IČO: 63506670 DIČ: CZ63506670

T: +420 379 731 698 M: info@vetrainternational.cz