DECLARATION ON PROTECTION OF THE COMPANY - job applicants Slovak Solar s. r. o., Nábrežie Slobody 1926/4 Púchov 020 01, ID No.: 36 352 055, OR OS Trenčín, section SRO, insert No.: 16517/R (hereinafter referred to as "Slovak Solar")

**PRIVACY STATEMENT**

jobseekers

At Slovak Solar, we respect the privacy of all data subjects with whom we are in contact, regardless of whether we process personal data ourselves or with the help of other entities. It is important to us that you know which personal data we process about you, why we do it and what your rights are. We therefore ask you to read this statement to give you more information about the processing of your personal data.

## Categories of personal data - Controller

| **Area** | **Activities** | **Types of personal data** |
| --- | --- | --- |
| Employee IS | Recruitment | M,P,mail, t.no., CV |

## Purposes of data processing - Controller

Slovak Solar will process your data for the following purposes:

| **Activities** | **Purpose** | **Legal basis** |
| --- | --- | --- |
| Recruitment | Obtaining OU on jobseekers | - The processing is necessary for the performance of a contract to which the data subject is a party or to carry out pre-contractual measures at the request of the data subject.  - The processing is necessary for compliance with a legal obligation of the controller.  - The processing is necessary for the purposes of the legitimate interests pursued by the controller or a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require the protection of personal data, in particular where the data subject is a child.  - The data subject has consented to the processing of his or her personal data for one or more specific purposes. |

Where we process your personal data on the basis of a legal obligation to comply with a legal obligation, this may include the following legal provisions:

| **Title of the regulation** |
| --- |
| **EU Regulation 2016/679** 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) |
| **Act No. 311/2001 Coll.** Labour Code |
| **Act No. 5/2004 Coll.** Act on Employment Services and on Amendments and Additions to Certain Acts |
| **Act No.40/1964 Coll.** Civil Code |
| **Act No.18/2018 Coll.** Act on the Protection of Personal Data and on Amendments and Additions to Certain Acts |

## Parties who may have access to your data

Slovak Solar as a data controller may share your data with third parties in the following cases:

| **Activities** | **Purpose** | **Beneficiaries** |
| --- | --- | --- |
| Recruitment | Obtaining OU on jobseekers |  |

In such cases, these third parties may only process your personal data for the purposes stated and only in accordance with our instructions or applicable law. Your personal data will also be accessed by our staff. In this case, access will only be granted if it is necessary for the stated purposes and only if the employee is bound by a duty of confidentiality.

## Location of your personal data

Your personal data will be accessible by authorised Slovak Solar employees in the Slovak Republic within the European Union and the European Economic Area. If processing takes place outside the EU, these are the following cases:

| **Activities** | **Purpose** | **Landscape** | **Company** |
| --- | --- | --- | --- |

## Storage of personal data - Controller

We will only retain your personal data for a limited period of time and will delete it when it is no longer necessary for the purposes of the processing set out in this statement.

| **Activities** | **Archiving period** |
| --- | --- |
| Recruitment | By the end of the calendar year following the year in which the personal data were received |

We may process your personal data for a longer period of time in the event of an ongoing legal dispute or if you have given us your consent.

## What rights you have

Under the Data Protection Act, you have certain rights in relation to the processing of personal data. Here is a list of these rights and what each right means to you.

| **Right of access** | You can request information about how we process your personal data, including information about:   * Why we process your personal data * What categories of personal data we process * Who we share your personal data with * How long do we keep your personal data or what are the criteria for determining this period * What rights you have * Where we get your personal data from (if we didn't get it from you) * Where the processing involves automated decision-making (so-called profiling) * If your personal data has been transferred to a country outside the EEA, how will we ensure that your personal data is protected.   All of the above information is available in this Privacy Policy.  You can also request a copy of the personal data we process about you. However, additional copies will incur a fee. |
| --- | --- |
| **Right to repair** | It is important that we have the correct information about you and we ask you to let us know if any of your personal details are incorrect, for example if you have changed your name or moved house. |
| **Right to erasure** | If we process your personal data in an unlawful manner, for example if we process your personal data for longer than necessary or for no reason, you can ask us to delete this data. |
| **Right to restriction** | From the moment you have requested the rectification of your personal data or if you have objected to processing and until we can investigate the problem or confirm the accuracy of your personal data (or amend it as you instruct), you are entitled to limited processing. This means that we (with the exception of data retention) can only process your personal data in accordance with your consent, where it is necessary in connection with legal claims, to protect someone else's rights, or where there is a significant public interest in the processing.  You can also request that we restrict the processing of your personal data if the processing is unlawful but you do not want us to delete the personal data. |
| **Right to object** | If you believe that we do not have the right to process your personal data, you can object to our processing. In such cases, we can only continue processing if we can demonstrate compelling legitimate grounds that outweigh your interests, rights and freedoms. However, we may always process your personal data if it is necessary for the establishment, exercise or defence of legal claims. |
| **Right to data portability** | You may request that the personal data you have provided to us for processing on the basis of consent or for the performance of a contract be provided to you in a structured, commonly used and machine-readable format. You also have the right to request the transfer of this information to another data controller. |
| **Withdrawal of consent** | You have the right to withdraw your consent and we will subsequently stop our processing activities on this legal basis. |

We will also inform the other parties to whom we may have disclosed your personal data of your request(s).

### In case of doubt, you have the right to initiate proceedings pursuant to Section 100 of the Personal Data Protection Act with the competent supervisory authority, for example via www.dataprotection.gov.sk.

How can I complain about the use of my data or exercise my rights?

If you wish to make a complaint about how we process your personal data, including in relation to the rights set out above, you can contact our Data Protection Officer ("DPO") and your complaints and requests will be investigated.

Contact the Data Protection Supervisor: info@slovaksolar.com.

## If you are not satisfied with our response, or if you believe that we are processing your data unfairly or unlawfully, you can complain to the competent supervisory authority, which is the Data Protection Authority (DPA). Further information about the DPO and their complaints procedure can be found here: www.dataprotection.gov.sk.

Contact details

If you have any further questions about the processing of your personal data, you can contact us through our Data Protection Officer (DPO) by emailing info@slovaksolar.com.