

# **PRIVACY NOTICE ACCOMMODATION**

SLOVNAFT, a.s., Vlčie hrdlo 1, 824 12 Bratislava, Identification No.: 31 322 832, registered in the Commercial Register of the District Court Bratislava I, Section: Sa, Insert No.: 426/B (hereinafter only referred to as “the Company” or “the Controller”) provides as part of its business activities accommodation in its own accommodation facilities (JAVORINA, Vlčie hrdlo 54, 821 07 Bratislava, Internát, Vlčie hrdlo 50, 821 07 Bratislava) upon request; in such case it produces an accommodation certificate or enters into accommodation agreement with the interested person, in terms of the special binding legal regulations<sup>1</sup>.

## **PERSONAL DATA WE PROCESS ABOUT YOU**

Common personal data: personal data indicated on the accommodation certificate or in the accommodation agreement (for the purposes of this Privacy notice together hereinafter only referred to as “Accommodation Agreement”), book of accommodated guests, as well as personal data included in other documents associated and necessary for provision of temporary accommodation of the data subject and fulfilment of contractual and legal obligations (such as the name, surname, residential address, date of birth, identity card or passport number, period of accommodation, in the case of foreigners also the nationality and other).

## **PURPOSE AND LEGAL BASIS OF PERSONAL DATA PROCESSING**

We process your personal data for the purpose of clear identification of the data subject at conclusion and during fulfilment of the Accommodation Agreement, its modification or termination, evaluation of fulfilment of conditions for accommodation, administration and accounting of the price of accommodation, recording our receivables from the Accommodation Agreement, due settlement of all claims and liabilities resulting from the Accommodation Agreement and for meeting the basic preconditions according to which the Accommodation Agreement has to be addressable, comprehensible and definite.

The legal basis for personal data processing for the above mentioned purpose is the conclusion and fulfilment of the contract (pre-contractual and contractual relation) to which you are a party, concluded in terms of the special binding legal regulations (Article 6 (1) (b) of the Regulation<sup>2</sup>).

In case of failure to provide personal data, the Company shall not be able to enter into contractual relationship (an agreement) to which you are a party and to provide accommodation to you.

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<sup>1</sup> § 754 et seq. of the Act No. 40/1964 Coll., the Civil Code as amended and § 269 (2) of the Act No. 513/1991 Coll., Commercial Code as amended.

<sup>2</sup> 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).

We process your personal data also for the purpose of the keeping the book of accommodated guests, this duty resulting from the special binding legal regulations<sup>3</sup>.

The legal basis for personal data processing for above mentioned purpose is compliance with a legal obligations resulting from the special binding legal regulations to which the Company as the accommodation provider is subject (Article 6 (1) (c) of the Regulation). Provision of personal data is a legal requirement.

## **THE PERIOD FOR WHICH PERSONAL DATA WILL BE STORED**

Your personal data in connection with the accommodation agreement will be stored as long as the contractual relationship lasts and thereafter for a period of 10 years after expiry of this agreement, for archiving purposes. Your personal data in connection with the accommodation certificate will be stored for the term of the accommodation certificate and thereafter for a period of 10 years after expiry of this certificate, for archiving purposes.

The storage (retention) period commences on the first day of the year following the year of termination of the Accommodation Agreement. Related accounting records /invoices will be stored for a period of 10 years following the year to which they relate. The personal data from the book of accommodated guests will be stored for a period of 5 years of the end of the year to which they relate. After expiry of such periods, personal data shall be destroyed (deleted), unless there are other legal grounds for their processing.

## **RULES ON PERSONAL DATA PROTECTION**

Your personal data are only processed in compliance with statutory requirements stipulated in the Regulation or Act on Personal Data Protection<sup>4</sup>.

You are a **data subject** in the course of processing of personal data by the controller, which means that you are the person to whom processed personal data relate.

As the Controller, the Company is legally obliged to disclose your personal data in the course of inspection, supervisory activity or upon request by authorized governmental bodies or institutions, if so prescribed by special regulations.<sup>5</sup> The Company is obliged the data from the book of accommodated guests to provide the authorised state authorities as well as to provide a report residence of a foreigner to the police department.

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<sup>3</sup> § 24 of the Act No. 253/1998 Coll. on Residency Declarations of Citizens of the Slovak Republic and the Register of Residents of the Slovak Republic as amended, § 113 of the Act No. 404/2011 Coll. on Residence of Foreigners and on supplements and amendments to certain acts as amended.

<sup>4</sup> Act No. 18/2018 Coll on Personal Data Protection and on amendment and supplementation of certain acts.

<sup>5</sup> For example Act No. 171/1993 Coll. regarding Police Force as amended; Act No. 18/2018 Coll. on Personal Data Protection and on amendment and supplementation of certain acts, Act No. 253/1998 Coll. on Residency Declarations of Citizens of the Slovak Republic and the Register of Residents of the Slovak Republic as amended, Act No. 404/2011 Coll. on Residence of Foreigners and on supplements and amendments to certain acts as amended.

Your personal data may be further provided to recipients, such as courts, executor offices, advocates, processors, provided they have been entrusted with processing of personal data on behalf of the Controller (information regarding current processors are available at the Company's website [www.slovnaft.sk](http://www.slovnaft.sk), About us, link to Privacy Policy Documents).

Your personal data shall be stored in a secure manner, in compliance with the Controller's and processor's security policy and only for the period necessary to fulfil the purpose of processing. Your personal data shall be only accessible to persons entrusted by the Controller with personal data processing who process such data upon instructions issued by the Controller and in compliance with the Controller's security policy.

Your personal data are backed up in compliance with the Controller's retention rules. Your personal data shall be fully deleted from backup storage sites as soon as possible in terms of the rules for backups. Personal data stored at backup storage sites serve only for prevention of security incidents, in particular impaired availability of data due to a security incident. The Company is obliged to ensure data backup in compliance with security requirements defined in the Regulation and the Act on Personal Data Protection.

Complying with the Regulation and the Act on Personal Data Protection, the Company as the Controller processes your personal data within the scope and under the conditions defined by special regulations.

Your personal data are not subject to automated decision-making, including profiling. We do not disclose your personal data or transfer them to third countries or international organizations.

## **DATA PROTECTION OFFICER**

Safe processing of personal data and compliance of processing with the Regulation and the Act on Personal Data Processing are supervised by the Data Protection Officer whom you can contact in order to exercise your rights.

Contact details of the Data Protection Officer  
E- mail: [zodpovednaosobagdpr@slovnaft.sk](mailto:zodpovednaosobagdpr@slovnaft.sk)  
Address for correspondence: GDPR Data Protection Officer, SLOVNAFT, a.s., Vlčie hrdlo 1,  
824 12 Bratislava

## **YOUR RIGHTS PURSUANT TO THE REGULATION AND THE ACT ON PERSONAL DATA PROTECTION**

### **Right of access**

You have the right to obtain copies of personal data we hold about you and information on how we use your personal data.

In most cases, you will receive your personal data in the form of a written document, unless you request a different form of provision. If you requested provision of such information using electronic means, data shall be provided to you electronically, if technically feasible.

### **Right to rectification**

We take appropriate measures to ensure accuracy, completeness and timeliness of the data we hold about you. If you think that the data we hold about you are inaccurate, incomplete or out of date, please do not hesitate to ask us for their modification, update or supplementation.

### **Right to erasure**

You have the right to ask us for erasure of your personal data, for example if data we obtained about you are no longer necessary for fulfilment of the original purpose of processing. However, your right has to be evaluated in terms of all relevant aspects. For example, we may have certain legal and regulatory obligations, which might mean that we will not be able to satisfy your request.

### **Right to restriction of processing**

Under certain circumstances, you may request that we stop using your personal data. This includes cases when you may think that the personal data we hold about you may be inaccurate or that we no longer need to use your personal data.

### **Right to data portability**

Under certain circumstances, you have the right to request that we transfer the data you provided to us to a third party of your choice. However, the right to portability only relates to personal data which we obtained upon consent or based on a contract to which you are a party.

### **Right to object**

You have the right to object to data processing which is based on our legitimate and lawful interests. If we do not have a convincing legitimate and lawful interest in processing and you file an objection, we will not continue processing your personal data.

### **Right to lodge a complaint**

If you want to lodge a complaint regarding the way in which your personal data are processing,

including exercise of the rights mentioned above, you may contact our Data Protection Officer. Your suggestions and complaints will be carefully examined.

If you are not satisfied with our response or think that we process your personal data in an unfair or illegal manner, you may file a complaint to the supervisory authority, namely the Office for Personal Data Protection of the Slovak Republic, <https://dataprotection.gov.sk>, Hraničná 12, 820 07 Bratislava 27; telephone No.: +421/2/3231 3214; E-mail: [statny.dozor@pdp.gov.sk](mailto:statny.dozor@pdp.gov.sk).

In case of any questions regarding processing of your personal data, you may contact us through our Data Protection Officer.

All changes in the conditions of processing and protection of personal data are published at our website in the form of an update of this Privacy notice. This way, we ensure that you can always access up-to-date information regarding the conditions under which we process your personal data.

