

Information on the processing of personal data

For information system: Guests registration IS

Information on the processing of personal data of data subjects pursuant to Section 19 and Section 20 of Act No. 18/2018 Coll. on Personal Data Protection and amendment and supplementation of certain acts (hereinafter referred to as „Act“) and to Section 13 and 14 of Regulation of the European Parliament and Council (EU) 2016/679 on Protection of Natural Persons with regard to the processing of personal data and on the free movement of such data (hereinafter referred to as „Regulation“).

The purpose of the document is to provide you with information on what personal data we process, how we handle it, for what purposes we use it, to whom we are allowed to provide it, where you can obtain information on your personal data and exercise your rights when processing personal data.

Identification and contact data:

The Controller processing your personal data is Tatra Forest Slovakia, s.r.o., Priemysel'na 1, 031 01 Liptovsk'ý Mikuláš, Slovakia, Company ID: 44 525 265, lukas.kruzliak@tfs.sk.

Contact details of a person responsible for supervising the processing of personal data: dpo8@proenergy.sk

1. The purpose of the processing of personal data and legal basis of the processing

The purpose of the processing of personal data is keeping records of guests.

Personal data shall be processed in accordance with:

- Section 13, Par. 1(b) of Act No. 18/2018 Coll. on Personal Data Protection and amendment and supplementation of certain acts
- Section 24 of Act No. 253/1998 Coll. on Residency Declarations of Citizens and the Register of Residents of the Slovak Republic
- Sections 111 and 113 of Act No. 404/2011 Coll. on Residence of Foreigners and amendment and supplementation of certain acts

Legitimate interests of the Controller or a third party

The processing of personal data for the legitimate interests of the Controller or a third party shall not be performed.

2. Identification of the data subjects' personal data processed

Data subjects whose personal data are processed are: guests.

The scope of personal data processed: name and surname, email address, telephone number, permanent address, ID card / passport number.

For foreigners: name, surname, permanent address, purpose of stay, ID card / passport number, date and place of birth, nationality, visa number and its validity, place of issue or number of residence permit issued by the Slovak Republic or Member State and its validity, residential address in the Slovak Republic, name of the accommodation provider, and names and surnames of accompanying children.

3. Identification of recipients, categories of recipients

The Controller may provide personal data to authorised entities such as institutions and organisations that are allowed to process personal data according to a special legal regulation, or contractual parties (especially intermediaries) who have contractually agreed to accept reasonable guarantees of maintaining the protection of personal data processing as follows:

Another authorized entity	generally binding legal regulation pursuant to Section 13, Par. 1 (c) of Act no. 18/2018 Coll. on Personal Data Protection and amendment and supplementation of certain acts
Municipality	Act No. 253/1998 Coll. on Residency Declarations of Citizens and the Register of Residents of the Slovak Republic

With the consent of a data subject or at his / her command, personal data may be provided to other recipients.

4. Transfer of personal data to a third country / international organisations

Transfer to third countries or international organisations is not performed.

5. Identification of the source from which the personal data was obtained

Directly from a data subject or his / her legal representative (personally, by email, by telephone).

6. Personal data retention

The Controller processes personal data for the time necessary to fulfil the purpose, but not later than one year after the end of the calendar year in which the purpose of processing ended.

7. Profiling

The Controller does not process personal data by profiling or in a similar way based on automated individual decision-making.

8. Rights of the data subject

Any data subject has the right to obtain from the Controller access to personal data concerning him or her; the right to have his or her data corrected, deleted or restricted; the right to object to the processing of personal; the right to ineffectiveness of automated individual decision-making, including profiling; the right to the transfer of personal data as well as the right to lodge a complaint with a supervisory authority. In the event that the Controller processes personal data with the consent of the data subject, the data subject has the right to withdraw his or her consent to the processing of personal data at any time. Withdrawal of consent shall not affect the lawfulness of the processing of personal data based on consent before its withdrawal. The data subject can exercise his or her rights by sending an email to lukas.kruzliak@tfs.sk or in writing to the Controller's address.

9. Obligation to provide personal data

The provision of personal data is a legal requirement / contractual requirement, or requirement which is necessary for the conclusion of a contract. The Controller is obliged to process personal data otherwise he / she violates the law. The data subject is obliged to provide his or her personal data. In case of non-provision, the Controller does not guarantee the provision of the service to the data subject.