

# Privacy

Principles of personal data processing - Ecotech Systems s.r.o., [www.consultzone.eu](http://www.consultzone.eu);  
[www.investzone.biz](http://www.investzone.biz).

1. Introductory provisions
2. Definition of terms
3. Principles of processing and security of Personal Data
4. Processing of personal data in the provision of services on the Website
5. Rights of the persons concerned

## 1. Introductory provisions

Ecotech Systems, s.r.o. is an organization with a tradition in the provision of business consulting services. The strategic interest of Ecotech Systems s.r.o. is to ensure financial and economic stability, increase the quality of services provided, develop fair relations with partner organizations and develop the company's reputation.

The promotion of these interests depends on the constant increase in the level of management, quality and efficiency of the services provided, where we apply the latest procedures supported by information technology. We recognize that security and privacy are an integral part of their use.

The security policy of Ecotech Systems s.r.o. the necessary and economically adequate measures for the protection of information system assets, protection of persons and property and introduction of security mechanisms into the system of operated technologies have been established.

The management of Ecotech Systems s.r.o. is responsible for the correct assessment of risk and its effective management with respect to the protection of assets important for ensuring the functioning of the organization. The primary goal of managing such risks is to prevent, manage and recover from security incidents.

In cooperation with experts, we have applied security measures to protect important assets belonging to internal security, which we adapt to the latest knowledge and needs of the organization. In their design, we used such technical and organizational measures, the aim of which is:

- ensure the availability, integrity and reliability of state-of-the-art information technology management systems,
- protect sensitive business and personal data from loss, damage, theft, modification and destruction and maintain the confidentiality of processed data,
- identify and prevent potential problems and sources of disruption.

Ecotech Systems s.r.o. therefore, it has taken appropriate technical and organizational measures to ensure a level of security in the processing of personal data.

Ecotech Systems s.r.o. processes personal data of the persons concerned exclusively in accordance with Act no. 18/2018 Coll. on the protection of personal data and Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46 / EC on the protection of personal data. Ecotech Systems s.r.o. is the controller of personal data.

Ecotech Systems s.r.o. publishes this document, which incorporates the basic principles of the processing of personal data in the provision of services through the websites [www.consultzone.eu](http://www.consultzone.eu) and [www.investzone.biz](http://www.investzone.biz) (hereinafter referred to as the "Website"). Ecotech Systems, s.r.o. reserves the right to amend this document, and shall immediately inform its business partners of the changes by publishing the changes on the Website, indicating the date from which these changes take effect. All rights not expressly provided in this document are governed by the General Terms and Conditions of Ecotech Systems, s.r.o. and valid legal regulations of the Slovak Republic.

This document complies with the applicable provisions:

- Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46 / EC on the protection of personal data (hereinafter "Regulation"),
- Act no. 18/2018 Coll. on the protection of personal data (hereinafter referred to as the "Act"),
- Act no. 351/2011 Coll. on electronic communications, as amended
- Act no. 22/2004 Coll. on Electronic Commerce and on Amendments to Act No. 128/2002 Coll. on state control of the internal market in matters of consumer protection and on amendments to certain laws as amended by Act no. 284/2002 Coll. as amended

The principles of personal data processing are still available on the websites [www.consultzone.eu](http://www.consultzone.eu) and [www.investzone.biz](http://www.investzone.biz).

## 2. Definition of terms

Personal data / personal data is any information relating to an identified or identifiable natural person (hereinafter referred to as the "data subject"); an identifiable natural person is a person who can be identified directly or indirectly, in particular by reference to an identifier such as name, identification number, location data, online identifier, or by reference to one or more elements specific to physical, physiological, genetic, mental, the economic, cultural or social identity of that natural person;

The data subject is the person to whom the personal data relates.

The controller is a natural or legal person, public authority, agency or other body which alone or jointly with others determines the purposes and means of the processing of personal data; where the purposes and means of such processing are laid down in Union law or in the law of a Member State, the controller or the specific criteria for its designation may be determined in Union law or in the law of a Member State;

An intermediary is a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller;

The Client is a natural or legal person who uses or plans to use the services provided on the Website; the client is also a natural person or legal entity that is applying for a job, business cooperation, investment and the like.

The Business Partner is a natural or legal person who uses the services provided on the Website. The business partner is a client of our company.

A person interested in work or cooperation is a natural person or legal entity that uses the services provided on the Website.

A CV is a summary of personal data about a person interested in a job or cooperation.

The services represent products that Ecotech Systems, s.r.o. provides Business Partners and Job Seekers or Collaborators through the Website. The Services provided to Job Seekers or Business Cooperation in terms of personal data processing include: the ability to upload your resume through the Website, fill out a career form, fill out a business cooperation form and the like.

The processing of personal data means the execution of operations or a set of operations on personal data, in particular their acquisition, collection, dissemination, recording, organization, processing or modification, search, browsing, regrouping, combining, moving, exploiting, storing, blocking, disposing of, providing, making available provision or publication.

The provision of personal data is the transfer of personal data to a third party, which further processes them.

Making personal data available is the communication of personal data or allowing access to them to a recipient who does not further process them.

The consent of the data subject is freely given an explicit and comprehensible expression of will, by which the data subject consents to the processing of his / her personal data on the basis of the information provided. Consent shall be evidenced in particular by an audio or video recording or an audio-visual recording or a solemn declaration by the person who provided the personal data to the information system, or in another credible manner. Written Consent is evidenced by a document confirming the provision of Consent. The proof of the Consent shall contain, in particular, information on who gave the Consent, to whom this Consent is given, for what purpose, list or scope of personal data and the period of validity of the Consent.

Anonymisation of personal data is an act by which personal data is modified in such a form that it cannot be attributed to the data subject to whom it relates.

### **3. Principles of processing and security of Personal Data**

Personal data must be:

- processed lawfully, fairly and transparently in relation to the data subject ("legality, fairness and transparency");
- obtained for specific, explicit and legitimate purposes and may not be further processed in a way incompatible with those purposes ("purpose limitation");
- proportionate, relevant and limited to the extent necessary for the purposes for which they are processed ("data minimization");
- correctly and updated as necessary; all necessary measures must be taken to ensure that personal data which are incorrect for the purposes for which they are processed are erased or rectified without delay ("accuracy"),
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed ("minimization of retention");
- processed in a way that guarantees adequate security of personal data, including protection against unauthorized or illegal processing and accidental loss, destruction or damage, through appropriate technical or organizational measures ("integrity and confidentiality").

The operator is responsible for compliance with the above principles and must be able to demonstrate such compliance ("responsibility").

The processing of personal data is lawful only if and only to the extent that at least one of the following conditions is met:

- the data subject has consented to the processing of his or her personal data for one or more specific purposes,
- processing is necessary for the performance of a contract to which the data subject is a party or for measures to be taken before the conclusion of the contract at the request of the data subject,
- processing is necessary to fulfill the legal obligation of the controller,
- processing is necessary to protect the vital interests of the data subject or of another natural person,
- processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority entrusted to the controller,
- processing is necessary for the purposes of legitimate interests pursued by the controller or a third party, except where such interests outweigh the interests or fundamental rights and freedoms of the data subject, which require the protection of personal data, in particular if the data subject is a child.

The operator is further obliged in particular:

- define the purpose of the processing of personal data before starting the processing of personal data; the purpose of personal data processing must be clear, clearly and specifically defined and must be in accordance with the Constitution of the Slovak Republic, constitutional laws, laws and international treaties by which the Slovak Republic is bound,
- determine the conditions for the processing of personal data so as not to restrict the right of the data subject established by law to obtain personal data exclusively for a defined or established purpose, it is inadmissible to obtain personal data under the pretext of other processing or other activities,
- ensure that only such personal data are processed which, in their scope and content, correspond to the purpose of their processing and are necessary for its achievement,
- ensure that personal data are processed and used exclusively in a manner appropriate to the purpose for which they were collected; it is inadmissible to combine personal data which have been obtained separately for different purposes,

- ensure that the personal data collected are processed in a form which permits identification of data subjects for no longer than is necessary to achieve the purpose of the processing,
- destroy, in the case of anonymisation, personal data whose purpose of processing has ended; after the end of the purpose of the processing, personal data may be further processed only to the extent necessary for historical research, scientific research and development or for statistical purposes. During the processing of personal data for the purposes of the previous sentence, the Operator is obliged to mark and anonymize them.

## **4. Processing of personal data in the provision of services on the Website**

Personal data in CVs and business cooperation forms

The Services provided to job seekers include the opportunity to register their CV, fill in one of the career forms or one of the forms of business cooperation. These documents are archived by Ecotech Systems s. r.o. contain data that are considered Personal Data according to the Regulation and the Act. Therefore, this Personal Data may only be processed with the consent of the Data subject. Before submitting his CV or form, the data subject declares that all the data provided by him / her is true, and subsequently gives his / her consent to the processing of his / her Personal Data to Ecotech Systems s.r.o ..

The purpose of processing Personal Data is to provide assistance to the Affected Person as a Job Seeker or Cooperation to find a suitable job, business cooperation or investors. Ecotech Systems s.r.o. archives this data sent by Applicants. The consent is given for a definite period of 10 years. After a period of 10 years, the Personal Data will be anonymized and further used exclusively for statistical purposes. Personal data includes: name and surname, company name, at least one contact information (e-mail or telephone).

The provision of additional information is at the sole discretion of the Applicant concerned for work or business cooperation; Ecotech Systems s.r.o. additional information is not required. Ecotech Systems s.r.o. in no case does it require the Job Seeker or business cooperation to provide data falling into a special category of personal data defined in Art. 9 of the Regulation or § 16 of the Act.

Cookies

Cookies - are small files that are downloaded to your device (computer, tablet, mobile phone, etc.) while using the Website. The operator uses cookies to examine the effectiveness of the Website. Cookies generally have no information used to identify individuals, but are instead used to identify the browser on a particular device. Cookies can be temporary or permanent,

which will remain on the device even after closing the browser for the period specified in the cookie.

These persistent cookies can be checked each time you visit the Website. The information we collect through the Website includes: the type of browser, the Internet address from which it connected to the Website, the operating system of the device, the IP address of the device. To display more relevant ads, some cookies are set by a third-party advertising system, such as Google AdSense. This can be turned off in your Google account. Your computer can be set to reject cookies, although in this case some functions of the site may not work.

#### Personal data of Clients' employees

When using the Services, Clients have the opportunity to state and publish the contact details of their employees in the range of: name, surname, e-mail address, telephone number.

Pursuant to the Regulation and the Act, these are data which the operator, who is the employer of the person concerned, is entitled to provide or, if necessary, in connection with the performance of work duties, official duties or functional obligations of the person concerned.

The provision of personal data or the disclosure of personal data must not impair the seriousness, dignity and security of the person concerned. These data will be processed for a maximum of 10 years from the delivery of the Client's last order, after this period the data will be permanently deleted.

## **5. Rights of the persons concerned**

The controller shall take appropriate measures to provide the data subject with all the information referred to in Articles 13 and 14 of the Regulation and all notifications under Articles 15 to 22 and Article 34 of the Regulation concerning processing, in a concise, transparent, comprehensible and easily accessible form. clearly and simply, especially in the case of information specifically for the child. The information shall be provided in writing or by other means, including, where appropriate, by electronic means. If the person concerned so requests, the information may be provided orally, provided that the identity of the person concerned has been established by other means.

The data subject shall have the right to obtain confirmation from the controller as to whether personal data concerning him or her are being processed and, if so, shall have the right to obtain access to that personal data and the following information:

- processing purposes;
- the categories of personal data concerned;

- recipients or categories of recipients to whom personal data have been or will be provided, in particular recipients in third countries or international organizations;
- if possible, the expected retention period of personal data or, if this is not possible, the criteria for determining it;
- the existence of the right to request the controller to correct or delete or restrict the processing of personal data concerning the data subject, or the right to object to such processing;
- the right to lodge a complaint to the supervisory authority;
- if personal data have not been obtained from the data subject, any available information as to their source;
- existence of automated decision-making, including profiling.

The data subject has the right to have the controller correct incorrect personal data concerning him without undue delay. With regard to the purposes of processing, the data subject has the right to supplement incomplete personal data, including by providing a supplementary declaration.

The person concerned is entitled to request Ecotech Systems s.r.o. to delete your personal data. All consents to the processing of personal data provided to Ecotech Systems s.r.o. are revocable. Send your request to the e-mail address: [esystemswd@gmail.com](mailto:esystemswd@gmail.com).

The supervisory body is the Office for Personal Data Protection of the Slovak Republic. The person concerned is entitled to lodge a complaint with the supervisory authority. In case of questions, please contact the person responsible for processing personal data: Mgr. Tomáš Ďuroška, e-mail: [esystemswd@gmail.com](mailto:esystemswd@gmail.com).

In Bratislava, on 25.07.2020

Mgr. et Mgr. Tomáš Ďuroška, company manager

Ecotech Systems s.r.o.