

Personal data protection in accordance with GDPR

Principles of personal data processing The business company BK Team, a.s. with its registered office at Chodovská 228/3, Prague 4, Company ID: IČO: 28486412 (hereinafter referred to as the “Administrator”), in accordance with 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), informs its customers about the processing of their personal data in the event that they use its services.

Personal data

The administrator will process your following personal data:

- Name and surname,
- Address/registered office
- telephone number,
- e-mail

Purpose of processing

BK Team, a.s. processes your personal data that you provided during registration or ordering (via the web form) for the purpose of processing orders and further performance of the contract, if a purchase contract is concluded between you and the seller. Such processing of personal data is permitted by Article 6(1)(b) of the Regulation - processing is necessary for the performance of the contract. Personal data is not processed automatically.

BK Team, a.s. obtains data directly from entities.

Legal basis:

The purpose of processing personal data is to fulfill the legal obligations of the administrator arising from the content of the contract concluded between you as the buyer and the administrator as the seller, and to fulfill the legal obligations of the

administrator arising from generally binding legal regulations. BK Team, a.s. is authorized to process your personal data without consent, as it performs processing that is necessary before concluding a purchase contract. The seller also processes this data for the purpose of recording the contract and any future exercise and defense of the rights and obligations of the contracting parties. Personal data are therefore necessary for the creation and processing of an order and the possible conclusion of the above-mentioned contract. Without this data, it will not be possible to create and process an order.

BK Team, a.s. is also authorized to process your personal data for direct marketing purposes based on the legitimate interest of the controller, unless you object to the processing.

Recipients

Your personal data will not be disclosed to other persons except in cases where disclosure is an obligation stipulated by law (e.g. law enforcement agencies, courts) or personal data is disclosed for the purpose of protecting the rights of the controller to persons who are legally bound by confidentiality (e.g. lawyers).

BK Team, a.s. does not transfer personal data to a third country or international organizations. BK Team, a.s. has taken appropriate organizational measures to secure personal data in digital and paper form. The administrator declares that only authorized persons have access to personal data. The administrator can be contacted at the e-mail address: info@bkteam.cz

Processing period

The storage and processing of personal data is for the above-mentioned purpose for a period of 5 years from the implementation of the last part of the performance under the contract, unless another legal regulation requires the storage of contractual documentation for a longer period. Such processing is possible on the basis of Article 6, paragraph 1, letters c) and f) of the Regulation - processing is necessary for compliance with a legal obligation and for the purposes of the legitimate interests of the administrator.

Please note that under the GDPR you have the right:

- right to access personal data: The data subject has the right to obtain from BK Team, a.s. confirmation as to whether or not personal data concerning him or her are being processed, and if so, he or she has the right to access such personal data and the following information: a) the purpose of the processing; b) the categories of personal data concerned; c) the recipients to whom the personal data have been or will be disclosed; d) the planned period for which the personal data will be stored; e) the existence of the right to request the controller to correct or erase personal data or to

restrict their processing, or to object to such processing; f) the right to lodge a complaint with a supervisory authority; g) all available information about the source of the personal data, unless they are obtained from the Data Subject; h) the fact that automated decision-making, including profiling, is taking place. The employee also has the right to obtain a copy of the processed personal data.

- the right to correct personal data: The data subject has the right to have BK Team, a.s. correct inaccurate personal data concerning him or her without undue delay, or to complete incomplete personal data.

- the right to erasure of personal data: The data subject has the right to have BK Team, a.s. erase personal data concerning him or her without undue delay if: a) the personal data are no longer necessary for the purposes for which they were collected or otherwise processed; b) the employee withdraws the consent on the basis of which the data were processed and there is no other legal ground for the processing; c) the employee objects to the processing and there are no overriding legitimate grounds for the processing; d) the personal data have been processed unlawfully; e) the personal data must be erased to comply with a legal obligation under EU or Czech law; f) the personal data have been collected in connection with the provision of information society services. The right to erasure shall not apply if the processing is necessary for compliance with legal obligations, for the establishment, exercise or defence of legal claims and other cases specified in the GDPR.

- the right to restriction of processing: The data subject has the right to have BK Team, a.s. restrict processing in any of the following cases: a) the employee disputes the accuracy of the personal data, for a period of time necessary for BK Team, a.s. to verify the accuracy of the personal data; b) the processing is unlawful and the employee refuses the erasure of the personal data and requests the restriction of their use instead; c) BK Team, a.s. no longer needs the personal data for the purposes of the processing, but the Data Subject requires them for the establishment, exercise or defence of legal claims; d) the Data Subject has objected to the processing, until it has been verified whether the legitimate grounds of BK Team, a.s. override those of the Data Subject.

- the right to object to processing. The Data Subject has the right, on grounds relating to his or her particular situation, to object at any time to the processing of personal data concerning him or her which BK Team, a.s. processes on the basis of his or her legitimate interest. BK Team, a.s. in such a case, the personal data shall not be further processed unless it demonstrates compelling legitimate grounds for the processing which override the interests or rights and freedoms of the Data Subject, or for the establishment, exercise or defence of legal claims. - right to data portability: The Data Subject has the right to receive the personal data concerning him or her, which he or she has provided to BK Team, a.s., in a structured, commonly used and machine-readable format, and the right to transmit those data to another controller, where: a) the

processing is based on consent and b) the processing is carried out by automated means. When exercising his or her right to data portability, the Data Subject has the right to have his or her personal data transmitted directly from one controller to another, where technically feasible. - right to lodge a complaint with a supervisory authority: If the Data Subject believes that BK Team, a.s. is not processing his or her personal data lawfully, he or she has the right to lodge a complaint with a supervisory authority. The supervisory authority is the Office for the Protection of Personal Data with its registered office at Pplk. Sochora 27, 170 00 Prague 7, e-mail: posta@uoou.cz, tel.: 234 665 125.

- right to information regarding the correction or deletion of personal data or restriction of processing: BK Team, a.s. is obliged to notify individual recipients to whom personal data have been made available of any correction or deletion of personal data or restriction of processing, except in cases where this proves impossible or requires disproportionate effort. If the Data Subject so requests, BK Team, a.s. informs the Data Subject about these recipients. - right to be informed in the event of a personal data breach: If a particular personal data breach is likely to result in a high risk to the rights and freedoms of natural persons, BK Team, a.s. will notify the Data Subject of this breach without undue delay. - right to withdraw consent to the processing of personal data: In the event that BK Team, a.s. processes any of the personal data of the Data Subject based on consent, the Data Subject has the right to withdraw his/her consent to the processing of personal data at any time in writing, by sending a statement of disagreement with the processing of personal data to the e-mail address info@bkteam.cz

You have the right to contact the Office for Personal Data Protection (www.uoou.cz) at any time with your suggestion or complaint. These Personal Data Protection Terms and Conditions come into effect on 25.5.2018.