

Terms of Processing Personal Data

Article I Introductory Provisions

1. The company ENVIS, s.r.o. (hereinafter referred to as "ENVIS") respects the privacy of all concerned individuals. These terms of processing personal data (also referred to as "terms") provide information about the processing of personal data of the concerned individuals.
2. In processing personal data, ENVIS follows Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons regarding the processing of personal data and on the free movement of such data, repealing Directive 95/46/EC (General Data Protection Regulation; hereinafter referred to as "Regulation"), Act No. 18/2018 Coll. on the Protection of Personal Data and on Amendments and Supplements to Certain Acts (hereinafter referred to as "Act"), and other related generally binding legal regulations.

Article II Interpretation of Terms

1. Personal data refers to any information relating to an identified or identifiable natural person (hereinafter referred to as the "concerned person"); an identifiable natural person is a person who can be identified directly or indirectly, particularly by reference to an identifier such as a name, identification number, location data, online identifier, or by reference to one or more elements specific to the physical, physiological, genetic, mental, economic, cultural, or social identity of that natural person.
2. The concerned person, according to the Regulation and the Act, is a natural or legal person whose personal data is processed, i.e., every user of ENVIS services including the EnviSys online application.
3. The data controller according to the Regulation and the Act is ENVIS, s.r.o., with its registered office at Pekná cesta 15, 831 52 Bratislava, ICO: 35977442, registered in the Commercial Register of the District Court Bratislava III, section: Sro, file no.: 39268/B (hereinafter also referred to as the "controller").
4. Cookies are text files that the website www.envis.sk and www.envisys.sk store on the electronic device of the concerned person (mobile, computer, etc.). Cookies used by the controller enable the website to recognize the identity of the concerned person and subsequently

provide the requested service. Through cookies, the website can record the internet browser settings of the concerned person. Based on cookies, it is possible to analyse and statistically evaluate the use of services and advertising on the website.

Article III General Information on the Processing of Personal Data

1. By confirming consent to the terms of processing personal data (by checking the appropriate box) and subsequently submitting the order or contact form, the concerned person:
 - a) grants consent to the processing of their personal data for the purposes specified in the terms in accordance with the Regulation and the Act,
 - b) confirms that the provided personal data is true.
2. The purpose of processing personal data is the use and duration of the controller's service, where the conclusion and fulfilment of the contract form the legal basis for the use and duration of the given service.
3. The provision of consent by the concerned person to the processing of personal data is necessary for the use and duration of the service provided by the controller, as well as for the conclusion and fulfilment of the contract forming the legal basis for the user of the given service.

Article IV Method of Processing Personal Data

1. The controller is obliged to ensure the security of processed personal data, including protection against unauthorized processing of personal data, illegal processing of personal data, deletion of personal data, loss, or damage to personal data.

The controller is entitled to provide personal data of the concerned person to the following recipients to the necessary extent:

- a) persons who provide technical operation of the controller's services, website, and information infrastructure, solely for this purpose,
- b) persons who provide security and protection of the controller's services, website, and information infrastructure, solely for this purpose,
- c) persons who provide analytical and statistical

services for the controller, for the purpose of improving and optimizing the controller's services and website,

- d) persons who provide accounting and economic services for the controller, solely for this purpose,
- e) persons who assert and enforce the controller's legal claims on behalf of the controller both out of court and in court, for the purpose of asserting and enforcing the controller's legal claims,
- f) courts, judicial executors, law enforcement authorities, or other public authorities, for the purpose of asserting and enforcing the controller's legal claims or obligations according to generally binding legal regulations.

Article V

Scope of Processing Personal Data

1. The controller processes personal data of the concerned person to the extent of:
 - a) name and surname/company name,
 - b) company logo,
 - c) telephone number,
 - d) postal address (street, house number, town, postal code, country),
 - e) ICO, DIC, VAT number,
 - f) email address,
 - g) bank account details,
 - h) login data to the registered account,
 - i) data from cookies,
 - j) IP address,
 - k) data on website visits and logins

Article VI

Use of Cookies

1. The controller uses cookies in the interface of its website, which enable the user to be recognized again and analyse their use of the controller's website.
2. Using cookies, the controller collects the following data:
 - a) date and time of display,
 - b) name of the displayed page,
 - c) session-ID,
 - d) URL address,
 - e) amount of data transferred,
 - f) browser used and its version.
3. The concerned person has the option to set the internet browser so that cookies are created only with their consent or are generally rejected.
4. The controller warns the user that without cookies the

websites are limited or unusable.

Article VII

Duration of Processing Personal Data

1. Processed personal data is stored to the necessary extent and in a form that allows the identification of the concerned person no later than as long as necessary to fulfill the purpose for which they are processed (e.g., as long as required for providing the service and/or access to the EnviSys online application or fulfilling an obligation arising for the controller from generally binding legal regulations, or achieving one of the legitimate interests of the controller, etc.). Subsequently, the controller will ensure the disposal (deletion or anonymization) of the personal data of the concerned person without undue delay in accordance with the Regulation and the Act.

Article VIII

Rights of the Concerned Person

1. Each concerned person has the following rights:
 - a) the right to information from the controller regarding processed personal information,
 - b) the right to correction or supplementation of processed personal information,
 - c) the right to restriction of processing of personal data,
 - d) the right to deletion of personal data,
 - e) the right to data portability to another controller,
 - f) the right to object to the processing of personal data by the controller,
 - g) the right to file a proposal to initiate proceedings for the protection of personal data addressed to the Office for Personal Data Protection of the Slovak Republic,
 - h) the right to withdraw consent to the processing of personal data at any time.
2. The concerned person has the right to contact the email: info@envis.sk in all matters regarding the processing of personal data, whether it is a question, exercising a right, filing a complaint, or anything else related to this document.
3. The concerned person has the right to file a proposal to initiate proceedings for the protection of personal data or file a complaint with the controller and the supervisory authority, which is the Office for Personal Data Protection, Hraničná 12, 820 07 Bratislava 27, Slovak Republic, tel. +421 2 323 132 14, email: statny.dozor@pdp.gov.sk.