**Personal Data Processing Policy**

# **Administrator**

The administrator of personal data in accordance with Act No. 101/2000 Coll., on the Protection of Personal Data, as amended, and with the regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereinafter referred to as: „​**GDPR​**") is the company:

**Václav Abraham**

Nová ves u Jarošova 26

570 01

CRN: 88335895

VAT REG NO: CZ88335895

Registered at the municipal office in Litomyšl

**Authorized person:**

Václav Abraham

tel: + 420 775 156 906

email:info@vaclavabraham.cz

(hereinafter referred to as "**Administrator**“)

# **Personal Data Categorization**

The administrator only handles the essential data provided through the request form or together with your order.

* name and surname
* address
* billing address
* CRN
* VAT REG NO
* email address
* phone number

# **The Purpose of Personal Data Processing**

Your personal data are processed in order for:

* processing your request
* placing your order
* answering your questions

# **Data Storage Duration**

Personal data will be processed by the administrator for the time necessary for various purposes, for example:

* personal data from your orders are stored for 10 years since the end of the reporting period in which accounting documents were given out
* personal data from the request are deleted after the request is finished

# Cookies

This website uses cookies. Cookies are small data files stored on your hard-drive, where they are used for measuring traffic to your site, adjusting webpage display and for targeted advertising. ​Cookies for measuring traffic and adjusting website display are processed for administrator’s legitimate interest. Cookies for targeted advertising are processed only after your expressed consent.

This kind of data can be shared with other processing parties, in particular with Google, Seznam and other similar parties.

The collected cookie data are processed with:

* **Google Analytics​**, operated by Google Inc., main office in 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA. Google Inc. handles the data in accordance with Privacy policy available at https://www.google.com/intl/cs/policies/privacy/#nosharing .
* **Seznam.cz​**, operated by Seznam a.s., main office at Prague 5 – Smichov,

Radlická 3294/10, ZIP code 150 00. Seznam.cz, a.s. handles the data in accordance with Privacy policy available at https://napoveda.sklik.cz/pravidla/smluvni-podminky/#ochrana\_spotrebitele [.](https://napoveda.sklik.cz/pravidla/smluvni-podminky/#ochrana_spotrebitele)

The administrator collects the following data from his website

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Type**  | **Name**  |  | **Purpose**  |  | **Expiry**  |
| Third-party cookies  |  | *Google Analytics* |   |  | *statistical data* |  |  | *depends on the browser, alternatively until deletion* |  |
|  |  |  |
| Third-party cookies  |  | *Seznam.cz* |   |  |  | *identification on Seznam, a.s. advertisement network for retargeting*  |    |  | *540 days* |   |
| Third-party cookies  |  | *Google AdWords* |   |  | *identification on Google Inc.. advertisement network for retargeting*  |   |  | *540 days* |   |

This website can be accessed in a browser mode with personal data collecting turned off. Cookies can be deleted, each browser differently:

**Firefox ​**- [https://support.mozilla.org/cs/kb/vymazani-cookie​s](https://support.mozilla.org/cs/kb/vymazani-cookies)

# Microsoft Internet Explorer

-​https://support.microsoft.com/en-us/help/17442/windows-internet-explorer-delete-manage-cookies#ie=ie-11

# Google Chrome -

[https://support.microsoft.com/en-us/help/17442/windows-internet-explorer-deletemanage-cookies#ie=ie-11](https://support.microsoft.com/en-us/help/17442/windows-internet-explorer-delete-manage-cookies#ie=ie-11)

**Safari -** [​https://support.apple.com/kb/PH21411?locale=cs\_CZ](https://support.apple.com/kb/PH21411?locale=cs_CZ)

# **Personal Data Recipients Categorization**

Your data are safe with us. Processing of personal data is carried out by the administrator, who in some cases may process them via third parties, which have been verified and which are capable of providing technical and organizational processing of your data, without the possibility of unauthorized or random access to your data or their abuse. Third parties process your data in accordance with regulations, they are bound by obligations of confidentiality and cannot use your data for purposes other than those for which we have made available to them.

Third parties to whom we provide your information are:

-accounting

# **Your Rights Regarding Personal Data Protection**

According to the personal data protection laws, you have the right to require:

 − what kind of information about you are being processed in accordance with article 15 GDPR

 − the right to limit the processing of personal data in accordance with art. 18 GDPR

 − access to this data and have the option to change or update them in accordance with article 16

 − deletion of your personal data if an agreement has not been signed in accordance

with art. 17 GDPR

 − In case of doubt about our adhering to the privacy policy

be sure to contact us at out email i**nfo@vaclavabraham.cz**or contact the Office for Personal Data Protection