

under Act No. 18/2018 Coll. on the Protection of Personal Data and on amendments to certain laws, as amended (hereinafter "the act") and 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 (hereinafter referred to as the "regulation")

Under the act and the regulation, the controller notifies the employee of its customer (hereinafter referred to as the "employee"), with whom the controller as the supplier cooperates on the basis of supplier's contract (hereinafter referred to as the "customer"), of the following facts:

- a) controller's identification data: buckle up, s. r. o., with registered seat at: Šancová 6073/6C, 902 01 Pezinok, Company registration number: 45 702 187, registered in the Commercial Register of the Bratislava III City Court, section: Sro, insert No. 66930/B;
- b) purpose of processing personal data: administration and management of information and communication technologies and project management;
- c) the extent of the personal data of the employee: name and surname, email address;
- d) the provision of personal data is necessary for the purpose of establishment of an employee account in the on-line solution Atlassian in order to fulfil the supplier's contract concluded between the controller and the customer;
- e) legal basis: consent; **the controller, under item c) for the purpose of making personal data available to the processor under item f), requires the employee's approval which the employee may grant by means of an email message – exclusively on the basis of such consent, the controller will ask the processor for the establishment of an employee account in the on-line solution Atlassian;**
- f) personal data of the employee are processed to the necessary extent by the processor: Atlassian (provider of on-line solutions for project management);
- g) the retention period of personal data: during the duration of the supplier's contract between the controller and the customer or consent withdrawal by the employee whichever occurs first;
- h) third countries to which the personal data of the employee are transferred: USA. In this regard, the controller notifies the employee that Standard Contractual Clauses (SCCs) of the company Atlassian guarantee appropriate level of personal data protection;
- i) with any questions regarding the processing of personal data, you can contact us by sending an email message to: gdpr@buckleup.sk.
- j) the employee in the position of a data subject can exercise the following rights:
 - 1. the right to request **access** to your personal data - you may ask us to access the personal data we process about you;
 - 2. the right to **rectification** of personal data - you may ask us to correct inaccurate or incomplete personal data we process about you;

3. the right to **erasure** of personal data - you may ask us to delete your personal data if, for example, one of the following situations occurs:
 - i. personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;
 - ii. you have withdrawn the consent on which the processing is based and where there is no other legal ground for the processing;
 - iii. your personal data have been unlawfully processed;
 - iv. your personal data have to be erased for compliance with a legal obligation in Union or Member State law to which we are subject;
4. the right **to restrict the processing** of personal data - you may ask us to restrict the processing of your personal data if one of the following situations occurs:
 - i. you have contested the accuracy of your personal data, for a period enabling us to verify the accuracy of your personal data;
 - ii. the processing of your personal data is unlawful and you oppose the erasure of these data and request the restriction of their use instead;
 - iii. we no longer need your personal data for the purposes of the processing, but you require them for the establishment, exercise or defence of legal claims;
 - iv. you objected to processing of your personal data pending the verification whether the legitimate grounds of our company as a controller override your legitimate grounds;
5. the right to **object** to processing of personal data - you may at any time object to processing of your personal data by our company for direct marketing purposes based on our legitimate interest. However, in this case, we will not use your data for direct marketing purposes;
6. the right to **portability** of your personal data - in cases foreseen by generally binding legal regulations (act and/or regulation), you have the right to receive the personal data concerning you, which you provided to us, in a structured, commonly used and machine-readable format, taking into account that this right shall not adversely affect the rights and freedoms of others;
7. the right **to withdraw consent** - if processing of your personal data is based on your consent, you have the right at any time to withdraw your consent with processing of personal data for the purpose of which you have granted the consent;
8. the right to **lodge a complaint** to the Office for the Protection of Personal Data of the Slovak Republic, Budova Park One, Námestie 1. mája 18, 811 06 Bratislava, Slovak republic, www.dataprotection.gov.sk to initiate the procedure about the protection of personal data under § 99 et seq. of the act.

The rights as per Art. 1 to 7 hereof can be claimed by sending an email message to: gdpr@buckleup.sk.