

Principles of personal data processing

pursuant to 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 (hereinafter "the Regulation" or "GDPR")

Identity and contact details of the operator

The operator that processes personal data is the company ALTIS ONE sro, with its registered office at Račianska 109 / B, 831 05 Bratislava, ID number: 46 433 007, entered in the Commercial Register of the District Court Bratislava I, Section Sro, file number 53986 / B, telephone number : 0911 394 747, e-mail: recepacia@hotelaltis.sk.

Personal data, data subjects, method of obtaining personal data

Personal data is any information relating to an identified or identifiable natural person (hereinafter referred to as the "data subject"). The data subject shall be responsible for ensuring that the personal data provided to the controller are in fact his or her personal data, are true, complete and correct. The data subject is entitled to check his / her personal data at any time and is also entitled and obliged whenever he / she finds that his / her personal data processed by the controller are incomplete, incorrect or needs to be updated by notifying the controller by e-mail or in writing to the address of the registered office of the operator

The affected persons whose personal data are processed by the operator are mainly accommodated guests

- the operator's customers, persons who have expressed an interest in receiving news and other promotional materials of the operator and have agreed to the processing of their personal data by ticking the appropriate box on the operator's website and the operator's employees.

Personal data is obtained from the person concerned when booking a stay by filling out the form located at <https://hotelaltis.sk/> or another form of reservation (eg by e-mail), upon arrival at the hotel reception by the operator's staff or by providing the person concerned in the case interested in receiving news.

The operator's premises (except rooms, toilets and changing rooms) are monitored by a camera system.

Purpose of personal data processing

- fulfillment of pre-contractual and contractual obligations - reservation of stay, provision of accommodation services. The legal basis for the processing of personal data is the performance of the contract under Art. 6 par. 1 letter b) Regulations. The Operator will process personal data for the above-mentioned purposes until the fulfillment of the originally intended purpose of their processing, including the expiry of their retention periods resulting from special regulations, but not more than 10 years from the termination of the contract.
- fulfillment of the legal obligation - keeping a book of accommodated guests according to Act no. 253/1998 Coll. on reporting the residence of citizens of the Slovak Republic and the population register
- Slovak Republic. The legal basis for the processing of personal data is the fulfillment of the legal obligation of the controller according to Art. 6 par. 1 letter c) Regulations.
- The purpose of monitoring the operator's premises is to protect property in the monitored area and to protect the health of natural persons located in this area, as well as to continuously obtain evidence on the causes, course and consequences of related security incidents. The legal basis for the processing of personal data is a legitimate interest within

the meaning of Art. 6 par. 1 letter f) Regulations. The legitimate interest of the operator is the right to the protection of property, the right to the protection of the health of natural persons and the right to require compliance with public order. The retention period for personal data in the form of videos is 7 days.

- the purpose of processing personal data in the area of personnel and payroll is the preparation, conclusion and fulfillment of an employment contract or agreement on work outside employment, records of employees, records of documents on working capacity, processing and payment of wages or remuneration, records of attendance, records of education, records issued authorizations and authorizations, records of provided protective work aids, property or equipment, concluding agreements on material liability, records of issuing cash, provision of employee benefits, records of damages caused by employees to the employer's property, copying documents necessary for employment or similar relationship, as well as the fulfillment of other legal and contractual obligations, the fulfillment of levy obligations, the fulfillment of reporting obligations in relation to state administration bodies, the provision of archiving, as well as the fulfillment of other legal and contractual obligations. The legal basis for processing is the fulfillment of the legal obligation in the sense of Art. 6 par. 1 letter c) Regulations and an employment contract or agreement within the meaning of Art. 6 par. 1 letter b) Regulations concluded with the person concerned pursuant to the Labor Code. The retention period is 10 years, in the case of data forming the content of the payroll agenda, data necessary for the correct determination of the assessment base, premium rate, premium amount and its payment and data that are part of the records on employees under § 24 letter. e) of Act no. 580/2004 Coll. on health insurance and on the amendment of Act no. 95/2002 Coll. on Insurance and on Amendments to Certain Acts and Data Necessary for the Purposes of Prescribing Premiums Pursuant to Act No. 461/2003 Coll. on social insurance and up to the age of 70 of the employee, in the case of data forming the employee's personal file and the employee's annual payroll
- The purpose of processing personal data in the field of occupational safety and health is to fulfill legal obligations employer, in particular, but not only the provision of training, the registration of accidents at work and the provision of medical examinations. The legal basis for the processing of personal data (including their provision to third parties) is the fulfillment of the legal obligations of the controller in accordance with Art. 6 par. 1 letter c) Regulations (especially obligations arising from the Health and Safety Act). The retention period of personal data is a period limited by the preparation of the employment relationship and the expiration of 2 years from the termination of this relationship. The provision of personal data is a legal obligation of the data subject
- in the case of job seekers, the purpose of processing their personal data is to assess the preconditions for the performance of the occupied job position and, if necessary, to conclude an employment relationship with the operator. The legal basis for this processing is the pre-contractual relationship under Article 6 (1). 1 letter b) GDPR. In this case, the period for processing personal data ends with the end of the selection procedure for the vacant position.
- in case of inclusion of the applicant's CV in the database of job seekers for the purpose of possible future contact when filling vacancies, the legal basis for this processing is consent to the processing of personal data according to Article 6 para. 1 letter a) GDPR.
- The collection and processing of personal data in order to contact the persons concerned in connection with the operator's news and service offers is based on the operator's interest in promoting its services and providing information about its services and various events and news. The legal basis of the processing is the legitimate interest of the controller in the sense of Art. 6 par. 1 letter c) Regulations in the case of the operator's customers. In the case of third parties, the legal basis is the consent of the person concerned pursuant to Art. 6 par. 1 letter a) Regulations granted by checking the appropriate box on the provider's website. The operator shall keep personal data for this purpose for a maximum period of 10 years from their acquisition.

- In cases where the legal basis for the processing of personal data is the fulfillment of the controller's legal obligations (Article 6 (1) (c) of the Regulation), the data subject is obliged to provide personal data to the controller, otherwise he is liable for damage to the controller. including sanctions imposed by competent public authorities. In cases where the legal basis for the processing of personal data is the fulfillment of contractual or pre-contractual obligations (Article 6 (1) (b) of the Regulation), the controller is entitled to refuse to conclude a contract or provide a service if the required personal data is not provided.

Rights of the person concerned:

The person concerned shall be guaranteed all rights under Chapter III of the GDPR. In particular, the person concerned has the following rights:

- request confirmation from the controller whether personal data are processed about him,
- the right to request access to personal data concerning him,
- the right to rectify personal data, the right to erasure of personal data and the right to restrict the processing of personal data, the right to object to the processing of personal data and the right to the transfer of personal data,
- the right to file a complaint / motion to initiate proceedings with the Office for Personal Data Protection of the Slovak Republic, Hraničná 12, 820 07 Bratislava, tel. +421 / 2/3231 3220, email statny.dozor@pdp.gov.sk.

In the event that the personal data of the data subject are processed with the consent of the data subject, the data subject shall be entitled to withdraw his or her consent at any time in writing or by e-mail

To the email address of the operator. Withdrawal of consent shall not affect the lawfulness of processing based on consent given prior to its withdrawal.

Upon fulfillment of the purpose of the processing, after the expiry of the personal data processing period or in the event of revocation of the consent to the processing of personal data, the controller shall immediately ensure the destruction of personal data in accordance with the GDPR.

Beneficiaries

The data subject acknowledges that the personal data provided by him / her will be made available to the web hosting provider as a recipient who is not entitled to further process the personal data of the data subject. Depending on the nature of the services provided, personal data are made available to the following entities:

- supplier of accounting services - the company Maner Consult s.r.o., with its registered office at Lanová 31, 900 25 Chorvátsky Grob,
- companies providing management and maintenance of software, hardware and camera systems of the operator - ALTIS IT s. r. o., with its registered office at Račianska 109 / B, 831 02 Bratislava and ACCESS, spol. s r.o., with its registered office at Račianska 109 / B, 831 02 Bratislava,
- a company providing occupational health and safety - PYROKOMPEX, s.r.o., with its registered office at Štefánikova 264/30, 029 01 Námestovo,
- company providing marketing and advertising services - Visitero s. r. o., with its registered office at Svätoplukova 3230/5, 010 01 Žilina,
- state bodies which, to the extent provided by special regulations, perform tasks in the area of protection of the constitutional establishment, internal order and security of the state or defense of the state,
- health insurance companies, supplementary pension savings banks, pension management companies, entity providing statistics, labor inspectorate, entities providing postal services, entities providing development, administration and support of information technologies, telecommunications service providers, employer customers, employer suppliers,
- public authorities, lawyers, in justified cases also courts, bodies active in criminal and

misdemeanor proceedings and executors.

cookies

Cookies are used on the hoteltis.sk website to provide the user with certain automated form functions. Cookies used by the hotelultis.sk website are usually deleted automatically after closing the internet browser. In addition to these cookies, cookies that remain stored on the user's computer for several months or years, depending on the user's settings, can also be used on the website. The reason for using such cookies is the ability to provide the user with the most relevant content and enable him to use the website as comfortably as possible. Third party cookies may also appear on the website. These are mainly embedded ads or plugins, etc.

Therefore, third-party cookies are also stored on the user's computer. The reason for storing third-party cookies is the ability to address the user with the relevant offer and content. The operator is not responsible for the use

third-party cookies in accordance with applicable regulations. The operator's or third party cookies do not contain any personal data and only collect anonymous data associated with his user ID. This is data about which pages the user viewed or what content they searched for. This data is never linked to the user's personal data. The user can influence the use of cookies on his computer by setting his internet browser. However, some functions of the website may be limited in this way.

Website analysis

The operator's website uses analytics tools to measure performance and traffic, primarily Google Analytics, Google Inc.'s web analytics service. Google.

The Operator uses Cookies, which are stored in the memory of the website user. This information is usually transmitted to a Google server in the United States, where it is stored in memory. If IP anonymity is ensured on the Google website, it will first shorten the user's IP address within the EU Member States or in other contracting states of the Agreement on the European Economic Area. The operator uses this information to evaluate the activities of users on its website and to enable the use of other services related to the use of the website. Google does not associate a user's IP address with their personal information. The data is anonymous. The user can cancel or limit the storage of cookie data on his computer or mobile device by setting the software correctly, usually an Internet browser. However, in this case, the functionality of some parts of the website may be limited.

Social plugins

Third party plugins (applications) are connected to the operator's website, such as Facebook, Google Plus, YouTube, Instagram, etc. These applications are stored and run on third-party servers. The operator has no influence on ensuring the protection of personal data when using third-party applications. The operator's website uses third-party plug-ins that allow users to share, comment, rate the content of the website on social networks or register with a third-party account. In this case, the internet browser creates a direct connection between the user and the third party, in which cookies are used and user data is transferred between the website, the user's browser and the third party's server. As a rule, the data is not linked to the user's personal data. The operator uses fundamentally reliable sources of plugins and add-ons on its website. The operator cannot guarantee the functionality or reliability of third-party plugins. In the case of a user's action on the hotelultis.sk website via social plugins, these actions can be displayed on third-party websites depending on the user's account settings (eg Facebook Like, Google Plus, Sharing on social networks, etc.).

Advertising and remarketing

The hoteltis.sk website may display ads that include third-party ads. The advertising system can

use PPC technology resp. PPI and remarketing. These technologies are used on the site in order to provide the user with the most relevant offer, even on third party websites. ALTIS ONE s.r.o. through personalized advertising focused on the user's interests, it provides a more interesting display of the advertisement to which the user has a personal relationship. Ads are displayed on the hotelltis.sk website and on third-party websites with the help of cookie technology and analysis of user behavior on the Internet.