

Data protection notice

Information on Personal Data Protection

LIKOP, s.r.o. (hereafter referred to as “LIKOP”, “we”, “us” or “our company”) is pleased by your visit to our website and mobile application (hereafter referred to as “on-line applications”) and by your interest in our company and our products.

1. LIKOP, s.r.o. respects your privacy

We care deeply about protecting your privacy throughout the whole process of processing your personal data and to protect also your business data. We process the personal data collected during your visit to our on-line applications confidentially and in compliance with the statutory requirements.

Protection of personal data and data security form a part of our corporate policy.

2. Controller

The controller of your data is LIKOP, s.r.o.

Our contact information are as follows:

LIKOP, s.r.o.
Dolní Listná No.60, Třinec
ZIP 73961
Company ID No.: 48397938
File No. C 10298 at the registration court in Ostrava.
Executive Director: Mr. Vladislav Pszczolka

3. Collection, processing and use of personal data

3.1 Processed categories of personal data

Following categories of personal data are processed:

- contact information (e.g. name, last name, telephone, e-mail, address),
- business data (e.g. contractual relationships, interest in entering into a contract or interest in products),
- client history,
- accounting and payment information,
- transaction data,

3.2 Principles

Personal data includes all information related to an identified or identifiable individual, this includes e.g. name, last name, address, telephone number, e-mail address, fundamental business information, accounting and payment information that convey

the individual's identity. We collect, process and use personal data only in case we have a legal reason to do so or if you granted us consent with processing or use of personal data related to the issue in question, e.g. via registration.

3.3 Purpose of processing and legal title

We and service providers retained by us process your personal data for the following purposes:

- Provision of on-line applications in order to fulfill agreements and agreement clauses, including settlements (legal title: contract performance).
- Handling your queries, incentives and provision of information on products and services of our company (legal title: legitimate interest).
- Own promotion and promotion through third parties, as well as market research and outreach analysis, in the scope permitted by the law or based on granted consent (legal titles: consent / our legitimate interest, if in compliance with the personal data protection legislation and economic competition).
- Product or customer surveys conducted via telephone or e-mail, of you granted an express consent therewith (legal title: consent).
- Protecting and defending our rights (legal title: legitimate interest on the protection of our rights).
- Delivery of consignments according to contract performance (legal title: contract performance).

3.4 Registration

If you wish to use or access to the provided benefits, we will ask you to register. In the course of registration, we collect data necessary to provide the selected service, for contract performance (e.g. name, last name, e mail, if needed, other voluntary data). Mandatory data are always marked with *.

3.5 Data transfer

3.5.1 Transfer of data to other controllers

In general, your data is transferred to other controllers only if it is necessary for contract performance, in case the third party has legitimate interest on the transfer or in case consent has been granted. Details on legal titles are listed in section 3.3 Purpose of processing and legal titles. In case the data is transferred to a third party on the basis of legitimate interest, it is explained in this information on personal data protection.

The data may be transferred to other controllers also in case we are obliged to do so based on the applicable legislation or enforceable administrative or judicial decisions.

3.6 Duration of data storage, retention periods

In principle we only store your data for a period necessary to provide our on-line applications and services associated therewith or for such period of time as our legitimate interest in data storage exists. In all other cases your personal data is deleted, with the exception of personal data we are obliged to retain in order to fulfill our legal obligations (e.g. we are obliged to keep certain documents, such as contracts and invoices for a specific period of time in order to fulfill the requirements of tax and trade laws).

4. Overview and use of cookies

4.1 General

Cookies are small text files stored in your computer when you visit our on-line applications. In you visit such on-line application again, your browser will send the contents of cookies back to the application and thus allows re-identification of the end device. Reading of cookies allows us to design our on-line applications optimally for you and it allows you to use them more easily.

4.2 Disabling and deleting cookies

When you visit our website, you will be prompted in a cookie layer pop up window, whether you wish to allow cookies or whether you wish to deactivate them in the settings menu.

If you decide to disable cookies, your browser has a preset opt-out cookie. This cookie only serves to assign your decision. Disabling of cookies may prevent you from using some customized features of our website. Please be advised that for technical reasons, the opt-out cookie may be set only in the browser, in which it was selected.

In case you delete cookies or use another browser or another end device, you need to opt-out again.

The selected preferences will not be used for cookies set during your visits to third party websites originating from other providers.

Your browser will allow you to delete all cookies at any time. Please view the help file of your browser to see instructions on how to delete cookies. However, this may render certain customized features unavailable.

You may also manage and disable third party cookies on the following website:

<http://www.youronlinechoices.com/uk/your-ad-choices>.

Since we do not operate this website, we are not responsible for it and we cannot affect its contents or availability.

4.3 Overview of cookies that we use

In this section you will find the cookies that we use.

4.3.1 Absolutely necessary cookies

Certain cookies are necessary to allow us to securely provide our on-line applications. This category includes e.g.:

- cookies that identify or authenticate the user;
- cookies that temporarily store certain user inputs (e.g. contents of shopping cart or on-line form);
- cookies that store certain user preferences (e.g. search or language settings);
- cookies that store data in order to allow uninterrupted streaming of video or audio content

5. Web analysis

We need statistical information on the use of our on-line applications in order to be able to design them to be more user friendly and to measure their reach and conduct market research. For this purpose, we use analytical web tools described under the link.

User profiles created by these tools with the aid of analytical cookies or by evaluating log files do not contain personal data. The tools either do not use IP addresses at all, or they shorten them immediately after collection.

The tools offer procedural data only as processors according to our instructions and not for their own purposes.

Please be advised that when using opt-out cookies, the opt-out function applies always to the device or browser and as such is applicable only to the device or browser used at that very moment. In case you use several end devices or browsers, you need to opt-out on each device or browser used. Besides that, you may evade the creation of user profiles altogether by completely disabling cookies; more information on this subject is available in section 4.2 Disabling and deleting cookies.

Information on the offer of each tool and/or on whether you are able to object against processing of your data by the given tool, is available in the overview of data controllers and processors at the end of this document.

6. Security

Our employees and companies providing services on our behalf are bound by confidentiality and obliged to comply with all applicable legislation on personal data protection.

We take all necessary technical and organization measures to ensure an adequate level of security and to protect your data, which we administer, in particular from the risk of inadvertent or unauthorized destruction, handling, loss, change, unauthorized disclosure or unauthorized access. We constantly improve our security measures depending on technological progress.

7. User rights

To assert your rights, please use the information provided in the Contact information section. Therein please make sure we can unambiguously identify you.

Right to information and access: You have the right to receive information from us on whether we process your personal data or not, and if so, to access your personal data.

Right for correction and deletion: You have the right to ask that we correct any inaccurate personal data related to you without undue delay. With regard to the purpose of processing, you have the right to ask that your incomplete personal data is supplemented, also by providing a supplementing declaration. This does not apply to data necessary for invoicing and accounting or for data subject to statutory retention period. However, if access to such data is not necessary, processing thereof is limited (see below).

Limitation of processing: If the statutory requirements are met – you have the right to request limitation of processing of your personal data.

Objection against processing of personal data: You may file an objection with us at any time concerning processing of your personal data. We will no longer process your personal data, if we cannot prove legal requirements that provide sufficient grounds to further processing and your interests, rights and freedoms prevail, or if it does not concern securing, asserting or protecting of legitimate interests.

Objection against direct marketing: You may file a complaint at any time against processing of your personal data for direct marketing purposes. Please be advised that for organizational reasons your objection may overlap with the use of your data within the frame of an already running campaign.

Objection against processing of personal data based on the “legitimate interest” legal basis: In addition, you also have the right to complain at any time against processing your personal data, if it is based on the legitimate interest legal basis. In such case we will terminate the processing of your data, unless we prove necessary legitimate grounds arising from legal requirements that outweigh your rights.

Withdrawal of consent: If you already gave consent with processing your personal data, you are entitled to withdraw the consent at any time with immediate effect. The legality of personal data processing prior to withdrawing your consent remains unaffected.

8. Transfer of your data:

You have the right to receive data that you provided to us in a structured, commonly used and machine-readable format or – if it is technically possible – to have us transfer your data to a third party.

9. Right to file a complaint to a supervisory authority:

You have the right to file a complaint to the supervisory authority. You may file a complaint to the supervisory authority competent according to your place of residence or your region or at the supervisory authority responsible for us. This is:

Office for Personal Data Protection
Pplk. Sochora 27
170 00 Prague 7

Telephone:

Land line: +420 234 665 111 (switchboard)

Fax: +420 234 665 444

WWW: <https://www.uoou.cz>

E-mail: posta@uoou.cz

10. Changes of the Information on personal data protection

We reserve the right to change our data security measures and personal data privacy measures, if the technical development warrants it. In such cases we will make an adequate addendum to our Information on personal data protection. Therefore, please pay attention to the valid up to date version of the Information on personal data protection

11. Contact details

If you wish to contact us, you will find the appropriate address in the Controller section.

To assert your rights and to make any proposals or complaints regarding the processing of your personal data and for withdrawing your consent we recommend that you contact the **Personal data protection coordinator** of our company:

Petr Pszczolka
LIKOP, s.r.o.
Dolní Lištná 60
739 61 Třinec
Email: ooou@likop.cz

Effective date: 21. 05. 2018

Overview of personal data controllers and processors of LIKOP, s.r.o.:

Personal data controllers:

LIKOP, s.r.o., Dolní Lištná 60, 739 61 Třinec

Processors:**Service providers for website and mobile application administration, hosting:**

LIKOP, s.r.o., Dolní Lištná 60, 739 61 Třinec
Top Digital Group, s.r.o.; WEDOS Internet, a.s.

Recipients of personal data outside the European Economic Area:**Providers of web analysis tools:**

- Google Analytics – Google Analytics is provided by Google Inc., 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA. You may prevent collection and processing of your personal data by opting out via through the following to download and install the browser plugin: <http://tools.google.com/dlpage/gaoptout?hl=en>

Social networks plugins providers:

- YouTube – our on-line applications utilize YouTube video platform operated by YouTube, LLC, 901 Cherry Ave. San Bruno, CA 94066, USA.