



## **Information for business partners** **on the protection of personal data**

Dear Business Partners,

LE & CO - Ing. Jiří Lenc, s.r.o. hereby informs all its partners that it has taken responsible steps to implement and utilize personal data protection in accordance with

o **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.**

o **Act No. 110/2019 Sb., on the Personal Data Processing Act of the Czech Republic**

o **Act No. 111/2019 Sb., amending certain acts in connection with the adoption of the Personal Data Processing Act.**

To this, we would like to inform you:

- a) We have developed a **system of governing documents** that cover the issue of personal data protection. The aim is to ensure the highest possible security of personal data of the company's employees as well as business and other partners.
- b) In order to set the rules correctly, the company's management prepares a **risk analysis** and takes **risk mitigation measures** for the risks with the highest index.
- c) Management does not rely solely on the system setup, but plans an annual **audit of the level of implementation of the data protection system** and an overall annual **review of the system**.
- d) **Radka Strnadová, Division 1 Manager, is the data protection officer.** If you find that you either do not understand something in the area of personal data processing or you feel that personal data is at risk, please contact the guarantor (tel. 225 391 209, e-mail [radka.strnadova@le-co.cz](mailto:radka.strnadova@le-co.cz)). She will deal with your matter personally or contact the relevant agenda or SW administrator. If the guarantor has not resolved the issue, please contact the Managing Director.
- e) You can exercise your **rights under the GDPR and the Data Protection Act** with the Data Protection Officer.
- f) If you entrust us with your personal data or the personal data of your employees, we will handle this data responsibly and will only use it to conclude a contract or to fulfil the purpose of the contract, and we will certainly not disclose it further.
- g) We do not ask for your consent to handle your employees' personal data, as there is a legitimate reason for entering into a contract or performing a contract directly in the EU Regulation. We will only process data for this reason and will protect it by respecting data protection legislation.
- h) Similarly, we assume that you have a data protection system in place and only process data for the same legal reasons.

In Jirny on 21 October 2019

Radka Strnadová,

Division 1 Manager

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data protection officer

Ing. Aleš Lenc

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company director