

## **General principles for processing the company's personal data**

This document is intended to inform you about how our company handles personal data that you have given us or that we have obtained in conjunction with our activities. Your rights with respect to our processing of personal data are governed by the General Data Protection Regulation, the full text of which you can read [here](#). Your most important rights are described below.

### **I.**

#### **Basic information about us**

Company identification information:

Company name and IČ (ID no.): ASKLEPION – Lasercentrum Praha, s.r.o.; IČ: 250 68 393

DIČ (tax ID no.): CZ 250 68 393

Registered office: Londýnská 160/39, 120 00 Prague 2

E-mail: [info@asklepion.cz](mailto:info@asklepion.cz)

Website: [www.asklepion.cz](http://www.asklepion.cz)

### **II.**

#### **Data protection officer**

Our data protection officer is Filip Heřt. You can contact him through the company (Basic information about us) or e-mail him directly: [dpo-asklepio@asklepion.cz](mailto:dpo-asklepio@asklepion.cz)

### **III.**

#### **Purpose of processing personal data**

We process your personal data primarily so that we can provide you the services you have ordered from us and so that we can meet our legal obligations. We are entitled to process such data when necessary to perform an agreement that you have concluded or would like to conclude with us, or to meet obligations imposed on us.

In addition to this, we can only process your personal data when we have a justified interest to do so. Personal data must be processed to the extent necessary to document the services we provide, for operational needs (especially internal assessment of the services we provide to further improve these services), to defend and exercise our rights, and also to keep you up to date about the services we currently offer. If you do not wish to receive such information, you can opt out at any time by clicking on the unsubscribe link you will find in every e-mail message.

### **IV.**

#### **Scope of personal data processing**

We only process the personal data actually required for the purpose it was provided or for another purpose of which you have been notified in advance.

## **V.**

### **Handing over personal data**

We do not hand over your personal data to other subjects without your consent, unless required to do so by law or ruling of government agency. An exception is the provision of personal data to companies that are part of ASKLEPION Holding, and our trusted suppliers for the purpose of providing their services (we give identification data to the providers of accounting and related services and provide contact information to providers of marketing services); health information is only passed on to those workers who need it to perform a medical procedure or provide subsequent care.

## **VI.**

### **Processing period**

We keep personal data for the amount of time needed to process it for the purpose for which it was collected. This period is set forth in legal regulations.

## **VII.**

### **Rights of persons to whom the data pertains**

In conjunction with the processing of your personal data, you have a number of rights that you can exercise under the conditions set forth in the General Data Protection Regulation (GDPR):

- a) right to access data – we will issue you confirmation of whether we are processing your personal data or not; if we are processing your personal data, then we will provide you with your personal data, along with information about how we process it;
- b) right to correct personal data – if you find that the data we have about you is incorrect, you can at any time request it be corrected and we will correct it;
- c) right to erasure – upon your request we will delete personal information that pertains to you if we no longer need your data, if you have withdrawn the consent we used to process it, if you have raised objections to its processing, if personal data was processed illegally, if we are required by law or other legal regulation to delete it, or if it was collected in association with the offer of information society services intended for children. We can only refuse to delete personal data for reasons set forth in GDPR;
- d) right to restrict processing – instead of erasure you can request to restrict processing, in which case the data will remain stored, but we will not be able to access it or otherwise handle it;
- e) right to hand over personal data to another data controller – if you have given us personal data in a structured and machine-readable format, upon your request we will hand this over to another data controller;
- f) right to object to processing – you can object to processing in cases where you believe our interest in processing your personal data is not stronger than your right to the confidentiality of the data we process about you. In such case, we will carefully assess your objection and our legitimate interests and will notify you of such assessment. Up until this time, we will not process your data;
- g) right to submit a complaint to the Office for Personal Data Protection – if you believe that we are infringing on your rights, you can file a complaint with the Office for Personal Data Protection.