

Notification of personal data processing

For the purposes of personal data processing, VSB – Technical University of Ostrava, ID: 61989100, 17. listopadu 2172/15, 708 00 Ostrava - Poruba (hereinafter referred to as “VSB-TUO”) is the data controller of the data you provide as a data subject.

1. Purpose of personal data processing

We collect your personal information *keeping in the database of the VŠB-TUO Career Centre for the purpose of sending news about events and services of the Career Centre to the following email address.*

What data we process

For this purpose, we need the following personal data: *Name, surname, title, study data (faculty, programme, year), e-mail address. Optional photo, phone number.*

How we work with the data, personal data recipients

VSB-TUO processes personal data in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of individuals 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”). Personal data are consistently protected. The processing of personal data takes place manually and in electronic information systems, which are subject to physical, technical and procedural inspection. In order to protect personal data, we have set security mechanisms including technical, organizational and personnel measures. We do not pass on your personal data to third parties.

2. Period of personal data processing

According to the set internal principles, or for some documents in accordance with legal requirements, we keep documents containing your personal data for a period of time determined by the file and shredding regulations of VSB-TUO: 5 years.

Upon expiry of the specified period, documents containing your personal data will be irreversibly destroyed on all media. Any personal data that we have at our disposal only based on your consent to their processing will be stored until you notify us that you withdraw your consent or until the purpose of the collection has passed, depending on what happens first. The withdrawal of the consent shall not affect the lawfulness of the processing of personal data until it is withdrawn.

3. What are your rights?

Anyone whose personal data we process may request information about the processing of and access to their personal data. VSB-TUO is entitled, in cases where the requests submitted by the data subject are manifestly unfounded or disproportionate, in particular, because the requests are repeated, to require a reasonable reimbursement for the provision of information on the subject's

personal data, not exceeding the costs necessary to provide the information. For the same reasons, the request can also be refused.

If you find or believe that the processing of personal data is carried out in violation of the protection of your private and personal life or in violation of law, or that any of your personal data processed by us is incorrect or complete, you may request that we remove this status, i.e. correct, restrict or delete your personal data. If you have consented to the processing, you can revoke it at any time. You can contact VSB-TUO as the personal data controller concerning personal data rights through the data protection officer, by data box, ID DS d3kj88v, by e-mail at poverenec@vsb.cz or by post at VSB – Technical University of Ostrava, 17. listopadu 2172/15, 708 00 Ostrava-Poruba.

You can use the above-mentioned methods to contact VSB-TUO in order to assert the right to access to personal data, rectification or deletion, or limiting its processing, objecting to processing, as well as to assert the right to data transferability and other rights under the Regulation.

- The assertion of the data subject's right is subject to verification of the identity of the applicant. Anonymous requests will not be processed. Sending a request by data box
- Sending an application by e-mail signed with a qualified electronic signature
- A written request sent by post provided with a verification clause for legalization

4. Right to file a complaint with the supervisory authority

The data subject has the right to file a complaint about the processing of personal data with the supervisory authority, which is the Office for Personal Data Protection, <http://www.uoou.cz/>