

INFORMATION ON PERSONAL DATA PROCESSING FOR VISITORS

1. General Information

a) Introduction

By the following declarations, **Alliance Healthcare** s.r.o., registered office: Podle Trati 624/7, 108 00 Prague 10, business ID number: 14707420, registered in the Commercial Register maintained by the Municipal Court in Prague, section C, insert 87837 (hereinafter "**Alliance Healthcare**") provides information on personal data processing to visitors - natural persons entering the premises of Alliance Healthcare (hereinafter the "**Visitor Records**").

Personal data is any information about an identified or identifiable natural person (such as, but not limited to, first name and surname, etc.) under applicable legal regulations.

Alliance Healthcare furthermore states and informs visitors entering its premises (hereinafter "**Visitors**") in particular about what personal data is processed in connection with the Visitor Records, what the purposes of such processing are, and about their rights, i.e. the rights of Visitors regarding such processing under Regulation 679/2016 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 and repealing Directive 95/46/EC (General Data Protection Regulation) (hereinafter the "**GDPR**").

b) Controller

Alliance Healthcare is the "controller" (Article 4(7) of the GDPR) for any data processing in relation to the Visitor Records and is therefore responsible for the processing of the relevant personal data of Visitors. In the event that a Visitor has any questions, requests or other concerns regarding the processing of their personal data, he/she may contact **Alliance Healthcare** at any time using the following contact details:

- **Alliance Healthcare s.r.o., Podle Trati 624/7, 108 00 Prague 10**
- **E-mail address: GDPR@a-h.cz**

2. Information Regarding Personal Data Processing

a) Categories of data processed by Alliance Healthcare in the maintenance of the Visitor Records:

- **Data on Visitors:** first name and surname, date and time of arrival and departure, name of the sending entity or business name/name of the entity of which the Visitor is an employee or representative, name of the person visited, signature).

(b) Purposes and legal grounds for processing in the maintenance of the Visitor Records:

- **Visitor data:** **Alliance Healthcare** processes data about Visitors for the purposes of maintaining the Visitor Records. This processing is carried out on the basis of Article 6(1)(f), first clause, of the GDPR. It is a legitimate interest of **Alliance Healthcare** to process data about Visitors for the purposes of protecting property, health and safety on its premises.

c) Monitoring of our premises via CCTV

Alliance Healthcare's premises (i.e. headquarters and individual distribution warehouses) are continuously monitored by a CCTV system with recording to ensure the safety of its employees, customers/clients, contractual partners and third parties and to protect its property and facilities. The areas monitored by the CCTV system are also always marked with pictograms. In cases pursuant to the applicable legal regulations, the CCTV recordings are handed over to administrative or law enforcement authorities. The processing of personal data for these purposes is based on the legitimate interest of **Alliance Healthcare** pursuant to Article 6(1)(f), first clause, of the GDPR.

d) Recipients of personal data

To achieve the above purposes, **Alliance Healthcare** uses service providers, i.e. as data processors according to Article 28 of the GDPR, such as providers of security services or information technology services, including maintenance, etc. They may be external service providers or related entities of **Alliance Healthcare** located in countries within and outside the European Union (EU) and European Economic Area (EEA). Through contractual provisions, **Alliance Healthcare** ensures that these service providers process personal data in accordance with European data protection legal regulations to ensure that **Alliance Healthcare** guarantees a high level of data protection, even if personal data is transferred to a country where a different level of data protection is customary and for which there is no EU Commission adequacy decision. No other transfer of personal data to other recipients shall take place, except where **Alliance Healthcare** is obliged to do so by law or pursuant to contractual documentation, but only for the purposes set out in point (b) of this article. For more information on the applicable safeguards for international data transfers, please contact **Alliance Healthcare** using the contact details set out above in Article 1(b) of this information.

(e) Provision of data and retention period

The provision of the data referred to in Article 2(a) of this information is necessary and mandatory for the maintenance of the Visitor Records. In general, **Alliance Healthcare** will retain the personal data of Visitors provided pursuant to Article 2(a) of this information only for as long as is necessary, normally for up to one year from the time relevant to the retention period, or for as long as **Alliance Healthcare** has a legitimate interest that allows it to retain the data. The decisive moment is considered to be, for example, a visit or other action involving the need to process personal data. In this case, the data will be stored in a limited form and further processing is permitted solely for compliance with a legal obligation, for the establishment, exercise or defence of legal claims, for the protection of the rights of another person/entity or for reasons of important public interest.

Alliance Healthcare retains the video recordings referred to in Section 2(c) of this information for a maximum of 30 days, except where it needs them to defend its legal claims or retains them for longer periods in accordance with applicable legal regulations.

3. Rights of Customers/Clients/Claimants and Third Parties

A visitor, as a data subject, may contact **Alliance Healthcare** at any time with any form of notice via the contact details provided above in accordance with Article 1(b) of this information, and in the case of email communication, at: **GDPR@a-h.cz** to exercise his/her rights under the GDPR. These rights are as follows:

- The right to receive information about data processing and a copy of the data processed (right to access, Article 15 of the GDPR);
- The right to request the rectification of inaccurate data or the completion of incomplete data (right to rectification, Article 16 of the GDPR);
- The right to request the erasure of personal data and, if personal data have been disclosed, to have other controllers informed of the erasure request (right to erasure, Article 17 of the GDPR);
- The right to request the restriction of data processing (right to restriction of processing, Article 18 of the GDPR);
- The right to obtain personal data relating to the data subject in a structured, commonly used and machine-readable format and to request the transfer of such data to another controller (right to data portability, Article 20 of the GDPR);
- The right to object to data processing with a view to stopping it (right to object, Article 21 of the GDPR);
- The right to withdraw consent at any time in order to stop data processing based on such consent. The withdrawal of consent does not affect the lawfulness of processing based on consent given prior to such withdrawal (right to withdraw consent, Article 7 of the GDPR).
- The right to lodge a complaint with a supervisory authority if the data subject considers that his or her data protection rights have been infringed (right to lodge a complaint with a supervisory authority, Article 77 of the GDPR).