

Personal data protection policy

Dear clients, dear website visitors,
in this personal data protection policy you will find information about when, how and why I process your personal data and how I further handle it.

First of all, it is necessary to clarify what is meant by such personal data. Personal data means any information which, individually or in combination with other information, is capable of identifying a specific natural person.

When working with you, I manage and process your personal data as a data controller. All personal data is processed by me in accordance with national and European regulations. In particular, in accordance with Act No. 110/2019 Coll., on the processing of personal data and Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of personal data, the so-called GDPR.

For communication regarding the processing of personal data, you can use any of my contacts, preferably my email address advokat@komarek.legal

1. Processed data

In the course of my business, I process data that can, and often do, meet the definition of personal data. These include in particular:

- name and surname;
- date of birth or birth number;
- residential address;
- phone number;
- email address.

In addition, I may process other data beyond the scope set out above (including sensitive personal data) if such data is necessary in a given case for the proper provision of legal services or the performance of legal obligations. As a lawyer, we are of course also bound by legal confidentiality in relation to all data.

2. Purposes of processing

Your personal data is processed only for a necessary period of time for the following purposes:

i. Contractual relationship and provision of services

Personal data is used in the context of concluding, amending or terminating contracts and for the proper performance of contractual obligations arising from the contractual relationship. I also use your personal data as a client in the provision of legal services, as without its use it would not be possible to provide you with a proper service and to comply with all legal requirements.



ii. E-mail and telephone communication

Your data is also used to communicate directly with you in the context of providing and receiving services.

Furthermore, personal data may be used for the purpose of sending communications about the activities of the law firm and newsletters concerning legal news. In this way, your data is always used in connection with your voluntary consent.

iii. Accounting, tax and other obligations

I need to use your personal data in the context of bookkeeping, for example when issuing invoices. At the same time, I am obliged to comply with legal obligations arising in particular from accounting and tax legislation and from the Act on Certain Measures against the Legalization of Proceeds from Crime and Terrorist Financing.

Your personal data may also be processed for purposes other than those mentioned above, but only on the basis of your prior express consent.

Personal data is processed for the period of time necessary for the proper performance of contractual obligations and legal obligations corresponding to the given purpose of processing.

3. Transmission of personal data

I may share your personal data with cooperating entities in order to fulfil my legal obligations and provide you with the services I provide. All data is processed by these entities in compliance with all legal obligations, including compliance with the legal duty of confidentiality. Outside of these entities, your personal data may only be disclosed to third parties on the basis of your consent.

Your personal data is not shared with third parties who do not need the personal data to provide services to you or to me, or with any persons in third countries or international organisations.

4. Your rights in relation to the data processed by me

In connection with the processing of your personal data, you have a number of rights that you can exercise.

i. Right of access to personal data

You have the right to ask me to tell you whether or not your personal data is being processed. If personal data is processed, you may request access to the processed data and information regarding the processing of your personal data.

ii. Right to repair

If you request this or if I learn that your personal data is inaccurate, I will correct it without undue delay. Where the purpose of the processing requires it, I will ensure that the incomplete personal data is completed.



iii. Right to erasure

You always have the possibility to ask me to delete your personal data. If one of the following reasons applies, I am obliged to delete your personal data without undue delay on the basis of your exercise of the right to erasure:

- the personal data is no longer necessary for the purposes for which it was collected or otherwise processed;
- you withdraw the consent on the basis of which the personal data was processed and there is no other legal basis for the processing;
- you object to the processing and there are no overriding legitimate grounds for the processing;
- the personal data have been unlawfully processed; or
- the personal data must be erased to comply with a legal obligation to which I am subject.

iv. Right to restriction of processing

If one of the following reasons applies, I am obliged to restrict the processing of personal data:

- Your information is inaccurate and you will bring it to my attention;
- the processing of personal data is unlawful and you refuse to erase the personal data and instead request a restriction on its use;
- I no longer need your personal data for its original purpose and to the extent that it was originally provided;
- you object to the scope of the processing.

v. Right to object

If I process personal data on the basis of legitimate interest or for marketing purposes, you can object to the processing. In this case, I must prove to you that my legitimate interest continues or stop processing your personal data for that purpose.

vi. Right to data portability

If you ask me to do so, I will transfer your personal data to another data controller designated by you.

vii. Right to complain to the Office for Personal Data Protection

If you believe that there has been any wrongdoing in the processing of your personal data, you may file a complaint with the Office for Personal Data Protection. The easiest way to do this is directly on the website of the Data Protection Authority, which can be found here: <https://www.uoou.cz/>

This personal data processing policy is effective from 1 July 2024.