Dear employees and business partners,

on 25. 5. 2018 entered into the force the Regulation 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 referred to as "GDPR"). GDPR Regulation introduces various changes and novelties that relate to the processing of your personal data while strengthening your rights as a person concerned.

**TT GROUP** is a group of companies that provide:

- 1. mainly forwarding, transport, terminal activities, logistics services and additional related services;
- 2. renting of own real estates.

Your personal data is not processed directly by TT GROUP but by the company belonging to TT GROUP. Despite the fact that TT GROUP itself does not process your personal data, it is extremely important for us that your personal data protection is compliant with GDPR. Companies belonging to TT GROUP have solved GDPR issues internally, but to raise awareness and protection of your personal data we provide you basic information also in this way.

#### I. CONTACT DATA

If you have any questions regarding your personal data processed by TT GROUP Member or you wish to exercise your rights of the person concerned, please contact us on the address below where we will be glad to provide you all necessary information and contact of the TT GROUP Members processing your personal data:

### Trade Trans Invest, a.s.

Lazaretská 23, 811 09 Bratislava +421918243718

E-mail: info@tradetrans.com

## II. DATA OF CONTROLLER

The controller of personal data is the company that collects your personal data, e.g. your employer or provider of services. If any of the companies belonging to TT GROUP is the controller in relation to you, you can contact directly your controller to provide you information or we will provide you its contact data on:

## Trade Trans Invest, a.s.

Lazaretská 23, 811 09 Bratislava +421918243718

E-mail: info@tradetrans.com

Domain owner and operator of web site <a href="www.tradetrans.com">www.tradetrans.com</a> is:

### Trade Trans Invest, a.s.

Lazaretská 23, 811 09 Bratislava

IČO: 35 882 778

Company registered in the Commercial register of City Court Bratislava III, Section: Sa, Insert

No. 3471/B

Relevant legislation in the matter of data protection is Regulation GDPR, applicable law on personal data of the state where the controller has its registered seat, as amended, and other applicable generally binding regulations.

## III. PURPOSES OF PERSONAL DATA PROCESSING:

TT GROUP Members process your personal data only to the extent necessary and for the purpose that is precisely defined.

The basic purposes of data processing are:

### A) PROCESSING OF PERSONAL DATA OF EMPLOYEES

The Members of TT GROUP that employ the employees process their personal data mainly for the purpose of provision of wage.

The legal base for data processing in case of employees mainly is:

- performance of the contract Chapter II, Article 6, par. 1, letter b) of GDPR;
- compliance with legal obligation under legal regulation Chapter II, Article 6, par. 1, letter c) of GDPR;
- consent of employee (only in case that it is necessary) Chapter II, Article 6, par. 1, letter a) of GDPR.

## **B) PROVIDING OF TRANSPORT SERVICES**

TT GROUP Members may also process customer personal data for the purpose of providing of transportation services.

The legal base for data processing in case of providing of transportation services is:

- performance of the contract Chapter II, Article 6, par. 1, letter b) of GDPR;
- compliance with legal obligation under legal regulation Chapter II, Article 6, par. 1, letter c) of GDPR;
- consent (only in case that it is necessary) Chapter II, Article 6, par. 1, letter a) of GDPR.

## C) OTHER PURPOSE

If TT GROUP Members process personal data for a different purpose, the purpose is precisely specified on their web site or in the company's internal documentation.

In order to provide you information about the purpose of processing of your personal data by the company that is a Member of TT GROUP, please contact directly the

company processing your personal data or contact us on the above stated contact address where we will provide you contact data of your controller.

#### IV. RIGHTS OF PERSON CONCERNED

1. According to GDPR, the person concerned has following rights regarding personal data processing:

# A) RIGHT TO BE INFORMED (article 12, 13 and 14 of GDPR)

Before data is collected, a data subject has the right to know how it will be collected, processed, and stored, and for what purposes.

## **B) RIGHT TO ACCESS** (article 12 and 15 of GDPR)

After data is collected, a data subject has the right to know how it has been collected, processed, and stored, what data exists, and for what purposes.

## C) RIGHT TO RECTIFICATION (article 12 and 16 of GDPR)

Data subjects have the right to request modification of their data, including the correction or errors and the updating of incomplete information.

# **D) RIGHT TO ERASURE (RIGHT TO BE FORGOTTEN)** (article 12 and 17 of GDPR)

The right to erasure allows a data subject to stop all processing of their data and request their personal data to be erased.

# **E) RIGHT TO RESTRICT DATA PROCESSING** (article 12 and 18 of GDPR)

Data subjects, under certain circumstances, can request that all processing of their personal data be stopped.

# F) RIGHT TO BE NOTIFIED (article 12 and 19 of GDPR)

Data subjects must be informed about the uses of their personal data in a clear manner and be told the actions that can be taken if they feel their rights are being impeded. Data subjects must also be informed of any rectification or erasure of their personal data.

## G) RIGHT TO DATA PORTABILITY (article 12 and 20 of GDPR)

A data subject can request that their personal data file be sent electronically to a third party. Data must be provided in a commonly used, machine readable format, if doing so is technically feasible.

### **H) RIGHT TO OBJECT** (article 12 and 21 of GDPR)

A data subject has the right to object to being subject to public authorities or companies processing their data without explicit consent.

A data subject also has the right to stop personal data from being included in direct marketing databases.

I) RIGHT TO REJECT AUTOMATED INDIVIDUAL DECISION-MAKING (article 12 and 22 of GDPR)

Data subjects have the right to refuse the automated processing of their personal data to make decisions about them if that significantly affects the data subject or produces legal effects – profiling for example.

2. All your rights under GDPR can be applied directly at the company processing your personal data. If you do not know who to contact, you can write to the email address <a href="info@tradetrans.com">info@tradetrans.com</a>, that is email address of TT GROUP. In reply to your email you will be provided contact data of the company processing your personal data.