

**Subject: GDPR – Information on data processing**

Dear job seekers

On 25 May 2018, the General Data Protection Regulation (GDPR) came into force. The regulation results in a number of new obligations for data controllers, including our company ALFASPED Logistik, s.r.o. Furthermore, according to the Labour Code (§ 30 article 2, § 316).

In accordance with this regulation, we would like to inform you that our company processes the data contained in the CV, cover letters or e-mail. The information contained in your "document" is intended solely for the purposes of its selection procedure or in the sense of a purpose that has been agreed between the sender and the addressee in writing or orally.

Furthermore, you agree that Alfasped Logistik s.r.o. keeps this data for a maximum of one year from the receipt of the CV and uses it only to the extent for personnel purposes or sending appropriate job offers.

Some of this data is personal data. We process only those personal data that are directly related to the job offered and will not be used by a third party.

Specifically, for example:

- Candidate's personal data – Name, surname, date of birth, e-mail and telephone number.

We collect personal data on the basis of the following legal grounds:

- Administrator's interest in organizing the selection procedure

Under the conditions set out in Art. 15-22 GDPR, the data subject (applicant) has the right to:

- request free access to your personal data processed by the controller,
- request copies of such personal data,
- request rectification of data in cases where the data is inaccurate;
- request the deletion of personal data,
- request restriction of processing of your personal data or data portability.
- The data subject (applicant) has the right to lodge a complaint against the processing with the supervisory authority, i.e. the supervisory authority. Office for Personal Data Protection

Please send a written revocation of your data processing statement to the company's registered office in the form of a registered letter.

With best regards

Ing. Václav Růža  
company director

Issued:	Quality manager	Valid on:
Agreed:	Company director Alfasped Logistik s.r.o.	<b>1.10.2021</b>