

NOTIFICATION OF PROCESSING OF PERSONAL DATA

The Duke of Edinburghs International Award Czech Republic Foundation, o.p.s., with its registered office at Poděbradská 540/26, 190 00 Prague 9 – Vysočany, identification number: 291 43 462 (hereinafter only the **Award**) processes your personal data, therefore it acts as a **controller** of your personal data.

We take the protection of your personal data very seriously. It is very important for us that you not only know, but also understand how your personal data are processed.

The purpose of this notification of processing of personal data (hereinafter only the **Notification**) is to provide you with all information on what personal data we process for you, for what purposes we do so, how we store and protect your personal data, to whom we transfer them and what are your rights.

WHAT PERSONAL DATA ABOUT YOU WE PROCESS

The Award collects and processes your name, surname and email address (hereinafter only the **Personal Data**).

HOW WE OBTAIN YOUR PERSONAL DATA

We obtain the Personal Data directly from you.

FOR WHAT PURPOSES WE PROCESS YOUR PERSONAL DATA

We use your Personal Data for information and promotional purposes, in particular for sending newsletters and other information materials.

ON WHAT LEGAL BASIS WE PROCESS YOUR PERSONAL DATA

We process your Personal Data on the following legal basis:

- the consent you provided to us in the past; or
- our legitimate interests consisting in the possibility to contact and inform actual or potential donors.

TO WHOM WE TRANSFER YOUR PERSONAL DATA

We will share your personal data with authorised employees of our suppliers who provide to us services in particular in the area of communication, such as MailChimp, and with other suppliers we may work with in the future.

TRANSFERRING OF YOUR PERSONAL DATA ABROAD

Your Personal Data will not be transferred to any country outside of the European Economic Area.

PROTECTION OF YOUR PERSONAL DATA

In accordance with the relevant laws on the protection of personal data, the Award uses a number of security measures and technologies to prevent unauthorised access to, use, providing, alteration or destruction of your Personal Data.

HOW LONG WE STORE YOUR PERSONAL DATA

We will store your Personal Data for the time during which you will be actively in touch with us. We will delete your Personal Data after 2 years of non-activity. Of course, we will delete your Personal Data also after you notify to us that you no longer wish us to process them.

YOUR RIGHTS

In connection with the processing of your Personal Data you have the right:

- to withdraw your consent to the processing of your Personal Data or to request us to stop processing your Personal Data;
- to ask the Award questions about the processing of your Personal Data and to receive a copy of your Personal Data;
- to request the rectification or deletion of your Personal Data;
- to request restriction of the processing of your Personal Data or raise an objection against the processing;
- to request the providing of your Personal Data that are processed by the Award in a structured and machine-readable format or their transfer to a third party; and
- to make a complaint to the local data protection authority or to bring an action if your right to the protection of your Personal Data is breached or if you suffer any harm based on an illegal processing of your Personal Data.

You are not obliged to provide your Personal Data to us. If you no longer wish us to process your Personal Data, we will respect your will.

If you wish to exercise any of your above rights, you can contact the Award by sending an email to pavla.smidova@dofe.cz.

CONTACT DETAILS

If you have any questions or requirements regarding the processing of your Personal Data, you can contact the Award's employee who is responsible for the protection of personal data by sending an email to pavla.smidova@dofe.cz.