

# Privacy Policy for the Use of Websites

*Albacon Systems, a.s., Company ID No. 014 65 279, with its registered office at Chlumova 313/6, 130 00 Prague (hereinafter referred to as the "Controller"), processes personal data of visitors and persons interested in its products and services, as well as other potential customers and business partners, in connection with the operation and use of its websites. The purpose of this document is, in accordance with Regulation (EU) No. 2016/679 of the European Parliament and of the Council (GDPR), to provide these persons with complete information on the processing of their personal data, in particular on the scope and purposes of the processing, on who and how processes their personal data, to whom it may be disclosed, and what rights they may exercise in connection with such processing.*

## 1. Introduction

This document explains how Albacon Systems, a.s. processes personal data in connection with the operation and use of our website [www.albacon.cz](http://www.albacon.cz)

If you enter into a contractual relationship with us as a customer, business partner, or supplier, other personal data processing principles may also apply to you, which we will provide at the time of concluding or performing the contract.

## 2. Definice pojmů

For the purposes of this document:

- **Personal data** – any information relating to an identified or identifiable natural person (e.g., name, e-mail, telephone).
- **Data subject** – a natural person whose personal data are processed (typically a website visitor, customer, or business partner).
- **Processing of personal data** – any operation performed on personal data (e.g., collection, storage, use, transfer, deletion).
- **Controller** – the entity that determines the purposes and means of processing (Albacon Systems, a.s.).
- **Processor** – a third party that processes data for the Controller based on a contract (e.g., hosting provider).

## 3. Personal Data Controller

The Controller of your personal data is:

**Albacon Systems, a.s.**, Company ID: 01465279

Registered office: Chlumova 313/6, 130 00 Prague

Registered in the Commercial Register maintained by the Municipal Court in Prague, Section B, File 18992

E-mail: [info@albacon.cz](mailto:info@albacon.cz)

Tel.: +420 224 502 411

## 4. What Personal Data We Process

- **Contact details:** name, surname, e-mail, telephone, company, address (if provided in a contact form or e-mail).
- **Communication data:** content of messages, inquiries, and other requests you send us.  
Technical data: IP address, date and time of access, information about browser and device, basic server logs.
- **Cookies:** see Chapter 6.

We do not request or process sensitive data (e.g., health, biometric data).

## 5. Purposes and Legal Bases for Processing

We process your data only when we have a legal basis under the GDPR:

- **Responding to inquiries or requests** – handling your request and pre-contractual negotiations (Art. 6(1)(b) GDPR).
- **Performance of contracts and legal obligations** – e.g., storage of tax documents (Art. 6(1)(b), (c) GDPR).
- **Legitimate interest** – website operation and security, internal records, protection of rights and claims (Art. 6(1)(f) GDPR).
- **Commercial communications (newsletters)** – we may send commercial communications to our customers based on legitimate interest under Section 7(3) of Act No. 480/2004 Coll. To other persons only with consent. You may unsubscribe at any time.
- **Consent** – we require it for activities we cannot carry out without it, especially for the use of analytical and marketing cookies. If you do not give consent, such cookies will not be activated.

## 6. Cookies

We use cookies on our website:

- **Technical (necessary) cookies** – required for the basic functioning of the website, do not require consent.
- **Analytical cookies** – used for measuring traffic and improving the website, stored only with your consent.
- **Marketing / personalized cookies** – may be used for targeted advertising or measuring campaign effectiveness, only with your consent.

You can change or withdraw your cookie consent at any time in your browser settings or via the cookie banner on our website.

## 7. Recipients and Processors

Personal data are provided only to the necessary extent: "

- providers of web hosting and IT services,
- providers of e-mail and analytics services (e.g., Google Analytics – only with consent),
- external consultants (accounting, legal services),
- public authorities, if required by law.

Data are not transferred outside the EU/EEA.

## 8. Retention Periods

- **Forms and e-mails:** for the time necessary to process them + up to 1 year. However, if communication results in a contractual relationship, data are retained according to legal obligations (typically 10 years for accounting and tax documents).
- **Business partner and supplier data:** for the duration of the contractual relationship and subsequently according to statutory periods.
- **Website operation logs:** typically 3–12 months.
- **Cookies:** depending on the type; analytical and marketing up to 26 months.

## 9. How We Protect Your Data

We use technical and organizational measures appropriate to the risks:

- encrypted connection (HTTPS),

- limited access and regular updates,
- backups,
- confidentiality of employees and partners.

## **10. Your Rights**

You have the right:

- to access your personal data,
- to rectification or completion,
- to erasure (“right to be forgotten”),
- to restriction of processing,
- to data portability,
- to object to processing (including objection to commercial communications),
- to withdraw consent at any time,
- to lodge a complaint with the Office for Personal Data Protection ([www.uoou.cz](http://www.uoou.cz)).

You can exercise your rights by e-mail at [info@albacon.cz](mailto:info@albacon.cz) or in writing at the company’s registered office.

## **11. Changes to the Policy**

We may update this policy. The current version will always be published on our website.

In Prague, 1 October 2025

**Albacon Systems, a.s.**