

PRIVACY POLICY

Principles for the Processing of Personal Data by ANASOFT APR, spol. s r.o.

Data protection is very important to us. When using personal data, our principle is to be transparent about why and how we process it. We respect your privacy and personal integrity. We also inform you of the rights of data subjects whose personal data we process.

Why Do We Process Personal Data?

We obtain and subsequently process personal data for various reasons and therefore for several purposes, always on the basis of legal grounds established by applicable legislation.

We process the following data on the basis of your consent:

- personal data of job applicants for the purpose of possible employment in our company and contacting the applicant in the event of a vacancy;
- selected personal data for the purpose of sending newsletters and information related to the company's services and products, events held by the company, and similar activities;
- selected personal data for the purpose of contacting you via the selected communication channel in connection with information you have requested or expressed interest in, such as information about products, solutions, and similar matters.

We process the following data on the basis of applicable special legislation:

- data in the personnel and payroll agenda of former employees for the fulfilment of employer obligations related to employment, for the purpose of archiving records concerning health and social insurance, supplementary pension savings, salary amounts, bonuses, income compensation for health-related reasons, deductions, tax payments, and similar matters;
- data related to security clearances by the National Security Authority concerning former employees of the company;
- invoicing data for maintaining accounting records;
- correspondence data for recording incoming and outgoing mail;
- records of debtors in connection with payment reminders and the handling of receivables;
- whistleblowing data for the purpose of investigating submissions and reports.

We process the following data on the basis of ANASOFT's legitimate interests:

- business data for the purpose of establishing contractual cooperation, caring for existing customers, developing mutual cooperation, organising workshops, conferences and similar activities related to our products, services, or corporate brand;
- personal data of participants in professional conferences, workshops, training sessions, professional events and social events organised by ANASOFT for the purpose of creating and publishing photo documentation and audiovisual recordings on the company's websites, social media, marketing materials and other communication channels of the company, on the basis of the controller's legitimate interest in presenting its activities, events held by the company and building awareness of the company's brand;
- personal data in the visitor book for the identification of natural persons during one-time entry to ANASOFT premises;
- data from the camera system for monitoring publicly accessible areas for the purpose of protecting the safety of employees, visitors, and the controller's property, as well as detecting crime;

- data collected automatically on websites and mobile applications, including functional and technical cookies necessary for the proper functioning of our website, analytical cookies such as Google Analytics and Hotjar, reCAPTCHA, Google Maps, general information about the device on which you view the website or to which you have downloaded an application, log data if the user accesses parts of the website requiring login, and information obtained through social plugins operated by third parties, such as the Facebook “Like” button and other technologies. These data are processed to ensure the proper functioning and improvement of the website, its security, the provision of social media features, content personalisation for users, and the analysis of traffic and user behaviour.

Business Communication and Customer Care

ANASOFT processes the contact details of persons representing customers, business partners and suppliers for the purpose of conducting business communication, fulfilling contractual obligations, developing business relationships, providing support, organising working meetings and ensuring proper communication throughout the duration of the business relationship.

The processing of these data is based on the company’s legitimate interest in the proper performance of its business activities and in caring for existing customers and partners.

Processing of Data within the Group of Companies

In justified cases, necessary personal data may be exchanged between companies belonging to the ANASOFT group, provided that such exchange is necessary to ensure joint administrative activities, corporate management, the provision of internal services, personnel administration, information technology management, cybersecurity, or the fulfilment of contractual obligations.

Such processing is carried out exclusively to the extent necessary to achieve the given purpose and while maintaining an appropriate level of personal data protection.

What Type of Personal Data Do We Process?

The data we process about data subjects primarily fall within the category of ordinary personal data. We collect special categories of personal data only in relation to company employees who have given their explicit consent, which they may withdraw at any time.

Within the company’s websites, we also process cookies in accordance with the Cookie Processing Policy.

Whose Data Do We Process?

The data subjects whose personal data we process in the role of controller are mainly:

- job applicants;
- employees of our customers and partners;
- employees of our suppliers, including subcontractors and affiliated persons of our suppliers and subcontractors;
- visitors to our physical premises, offices, or car parks;
- visitors to our website;
- persons requesting a price quotation or other business information;
- former employees of the company;
- other persons who contact us on their own initiative, for example for the purpose of submitting a request or complaint, requesting feedback, providing information, or other communication.

The data subjects whose personal data we process in the role of processor are mainly:

- persons whose personal data we obtain and process in connection with the provision of services to our customers, partners, and companies forming part of the ANASOFT corporation;
- persons whose personal data we obtain from publicly available sources as part of our philanthropic activities, for example the name and surname of the ANASOFT Litera winner, and similar cases;
- in cases where the company processes personal data in the position of processor, it carries out the processing exclusively on the basis of the instructions of the relevant controller and within the scope agreed in a personal data processing agreement or another legal act pursuant to Article 28 of the GDPR.

To Whom, and on What Basis, Do We Provide or Disclose Your Personal Data?

We provide your personal data to other parties exclusively where this directly follows from the law or where you have given your explicit consent.

We may also provide personal data to our suppliers on the basis of a mutual contractual relationship and business terms. These terms oblige our suppliers to comply with security mechanisms for the protection of personal data and to maintain at least the same level of security standards relating to the confidentiality, integrity, and availability of data, so that the level of protection guaranteed by us is not reduced.

We do not transfer personal data to third countries, with the sole exception of the transfer of cookies in accordance with the separate Cookie Processing Policy.

How Do We Protect Your Personal Data?

The security of personal data, as well as other confidential information that we need in order to provide our solutions, products, and services, is a high priority for us.

We comply with international security standards, and all our business, production, marketing, management, organisational, and support processes are regularly reviewed through independent audits. We hold, for example, certification in accordance with the requirements of the ISO 27001:2013 information security management standard.

We have implemented a framework of policies, procedures, and training relating to the protection of personal data and the preservation of their confidentiality, integrity, and availability. We regularly review the adequacy of our organisational and technical security measures and invest in increasing their effectiveness or introducing new tools and measures.

Cybersecurity and Information Security

ANASOFT pays particular attention to the protection of information assets, information systems and personal data. For the purpose of ensuring cybersecurity and information security, technical and security records may be processed, including records of system logins, use of user accounts, access to information systems, security events, network traffic and other audit data.

These data are processed for the purpose of preventing security incidents, protecting information systems, investigating security events, ensuring operational continuity, and fulfilling security requirements arising from legal regulations and the company's internal security rules.

How Long Do We Retain Your Personal Data?

We retain your personal data only for the strictly necessary period defined in the company's internal regulation, namely the Records Management Plan, Records Management Rules and Document Archiving, approved by the Archives of the City of Bratislava.

After these periods expire, personal data are securely destroyed or anonymised within the prescribed period.

- personal data of job applicants — 1 year from the end of the selection procedure;
- data processed for the purpose of sending newsletters — until consent is withdrawn or an objection is raised;
- camera system recordings — no longer than 15 days, unless a specific case requires further retention;
- data recorded in the visitor book — 1 year;
- accounting and tax documents — 10 years;
- documentation related to employment relationships — in accordance with special legal regulations and the Records Management Plan.

Do We Carry Out Automated Profiling of Individuals?

As part of our personal data processing activities, we do not carry out automated profiling of natural persons.

What Are Your Rights in Relation to Your Personal Data?

In accordance with currently applicable legislation, you have the right to access your personal data, to have them rectified, erased, or to restrict their processing, as well as the right to object to our processing.

Where we process your personal data on the basis of consent, you also have the right to withdraw the consent given at any time. In general, however, we do not process personal data on the basis of consent, as we can usually rely on another legal basis specified above.

To withdraw your consent to our processing of your personal data, please send us an email at gdpr@anasoft.com. You may also unsubscribe from receiving emails, such as newsletters, from a marketing list by clicking the unsubscribe link in the relevant email you received from us.

You may exercise all your rights by submitting a request to the responsible person by email at gdpr@anasoft.com. When processing your request, we are entitled to ask you to provide additional identification data for the one-time verification of the applicant's identity.

When handling your request concerning the rights of data subjects, we will also take into account our demonstrable legitimate grounds for processing personal data or for the establishment, exercise, or defence of legal claims.

If we process your personal data in the role of processor, that is, as a supplier, we recommend that you address your submissions and requests primarily to the controller of the personal data, as we are not always authorised to handle such requests from data subjects without the knowledge of our customer, the personal data controller.

We hope you will never need to lodge a complaint about our use of personal data. However, if you nevertheless wish to do so, please send your complaint to gdpr@anasoft.com.

We will deal with any complaints and requests we receive and respond to them. You also have the right to lodge a complaint with the Office for Personal Data Protection of the Slovak Republic, Galvaniho 7/B, 821 04 Bratislava, Slovak Republic.

Our Contact Details as Personal Data Controller

If you have any questions about this statement or wish to learn more about how and why we process your personal data, please contact our data protection officers in one of the following ways:

Email: gdpr@anasoft.com

By post at the company's registered office:

ANASOFT APR, spol. s r.o.

Mlynská dolina 41

811 02 Bratislava

Slovak Republic

Changes to This Privacy Statement

This statement is based on currently applicable legislation within the EU and the Slovak Republic, specifically Regulation (EU) 2016/679 of the European Parliament and of the Council and Act No. 18/2018 Coll. on Personal Data Protection and on amendments and supplements to certain acts.

We will regularly review the currency of this Privacy Statement in order to maintain transparent communication with data subjects.

This Privacy Statement was last updated on 1 June 2026.