

MigAct

PRIVACY POLICY:

INFORMATION ON PERSONAL DATA PROCESSING

Dear Madam/Sir,

with the new regulation of the European parliament and EU Commission no. 2016/679 (general data protection regulation – GDPR) coming into force, we would like to inform you on the facts of your interest that arise in relation to you and protection of your personal data.

MigAct, z.s., IČ: 19843631, address Světova 523/1, Libeň, 180 00 Prague 8, registered in the register of public benefit companies administered by the Municipal court in Prague unit L, inset v (further “MigAct”) processes personal data of current and former (who do not receive any MigAct services any longer) clients out of other legal reasons, mainly to fulfill its legal obligation and to protect the legitimate interest of MigAct.

Your personal data are after 25.5.2018 processed in accordance with the GDPR and the law no. 101/2000Sb., on personal data protection, in force, in order to fulfill legal obligation, to protect the legitimate interest of MigAct, which includes protection of its property, proof of invested public financial resources and the fulfillment of contractual obligation of providing you with free services.

MigAct processes your personal data for the following purposes, namely:

1. client identification, needed to close and fulfill the contract agreement to receive MigAct services and possibility to assess the legitimacy of receiving these services,
2. possibility of contacting the client by MigAct while providing him/her with MigAct services,
3. control of invested public financial resources based on grants and contribution,
4. informing the client and the public about MigAct services and activities.

To whom do we pass your data on?

The administrator of your personal data is MigAct. MigAct employees have access only to the data they need for performing their work and are bound by a strict duty of confidentiality. You can turn to MigAct by email (info.migact@gmail.com) in case you have any questions about the administration and processing of your personal data.

MigAct can share your data based on a legal obligation or contract commitment with grant and contribution providers (e.g. Ministry of Interior of the Czech Republic, Prague City Council, European Commission), control bodies (e.g. Financial office, the Ministry of Finance, the Supreme audit office, the Office for personal data protection, European Court of Auditors), other public authorities (e.g. Police of the Czech Republic, courts), external auditor, accountant, providers and administrators of information systems and administrators of databases. MigAct does not sell your personal data. MigAct does not pass on your personal data to third parties except the above mentioned.

What categories of data do we process about you?

1. Address and identification information that serve as clear and unmistakable identification (name, surname, gender, date of birth, citizenship, residence status in the Czech republic, type and number of your ID)

2. Contacts (contact address in the Czech Republic, phone number, email)
3. Other information for the purpose of providing you with our services (language, level of knowledge of Czech language, names and surnames of your family members who are MigAct clients)
4. Information on the progress of offered services
5. Regular photographs or portraits, photographs made for the purpose of documenting MigAct activities and events.

MigAct must process all this data in order to be allowed to provide you with free services.

MigAct can further process other personal data only with your consent:

1. Regular photographs or portraits, photographs made for the purpose of informing the public on MigAct activities and events
2. Email and phone number to inform you of MigAct activities and events

The data under 4) and 5) headings can be processed with your consent only, which you can take back at any time in writing using the forms available at MigAct central and branch offices or by email at info.migact@gmail.com. In this case MigAct will no longer be allowed to send you information on MigAct activities.

For how long do we process your data?

Your personal data are processed by MigAct for the period of time absolutely necessary to fulfill the rights and duties resulting from the obligation relationship and the relevant legal regulations, even after you stop receiving MigAct services, which should be no longer than 10 years from the 1st of January of the year after the project ends or for the period defined by legal regulations and other data while still receiving MigAct services, or the period for which the consent with personal data processing is valid.

Processing conditions, information on data processing and client rights

Processing of personal data is further adjusted by internal MigAct regulations, mainly the Guidelines on handling of personal data, Ethical codex, Archiving and shredding code in such a way as to ensure the protection of your personal data from abuse, loss or destruction.

You must provide MigAct with true and complete contact and identification data, and other information necessary for providing our services. Provision of these data is necessary for MigAct activity and offering of services; without them it is not possible for you to receive services.

Upon written request MigAct is compelled to offer you once a year for free information on whether MigAct processes your personal data, which data and to what extent. You have the right to access these personal data, as well as to receive a copy of these data. Otherwise you can obtain the data upon reasonable compensation.

If you consider that MigAct or any of its processors or other personal data receivers mentioned in this document are processing your personal data in contradiction to legal regulations and the principles of personal data protection regulation, mainly if your personal data are not accurate, you can:

1. ask MigAct, its processors or other recipient for explanation
2. ask MigAct to remove the state of facts

3. ask for correction of your personal data
4. in case your personal data are used for marketing and information purposes, you can object to the processing of your personal data
5. ask for a processing limitation based on legal reasons
6. to file a complaint for investigation with the Office for Personal Data Protection.

You are also entitled to portability of your personal data and to the erasure of your personal data in accordance with the valid legal regulations.

In order to apply for these rights you can write to MigAct at info.migact@gmail.com.

You have the right to receive a MigAct answer to your request with no pointless delay and no later than 1 month. In legitimate cases, MigAct can lengthen the deadline by 2 additional months, which MigAct must inform you about. You may use your right for request once a year for free or any other time upon reasonable compensation.