

CONDITIONS FOR THE PROCESSING OF PERSONAL DATA



(“Conditions“)

Accommodation Service Provider

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Customer:

An individual or entity making use of the provider's services.

Regulation:

Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, the General Data Protection Regulation (GDPR)

Accommodation Establishment:

Clementine House

General Provisions

1. The purpose of these Conditions is to ensure the processing of personal data of customers obtained in the course of the Accommodation establishment's business activities, and to establish the obligation to maintain confidentiality regarding this information, within the scope and under the conditions set out in these Conditions.
2. In accordance with these Conditions, the Accommodation establishment undertakes to process the personal data of customers. These Conditions are prepared within the scope of the rights and obligations arising from the relevant legal regulations applicable to the processing of personal data under the previous paragraph, in particular Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, the General Data Protection Regulation (“Regulation”).

Rights, Obligations and Confidentiality

1. The Accommodation establishment undertakes to adopt such technical, personnel, and other necessary measures to prevent unauthorized or accidental access to personal data, its alteration, destruction, or loss, unauthorized transmission, any other unauthorized processing, as well as misuse of personal data.
2. The conditions for processing and handling personal data of guests are regulated in a data processing agreement between the Accommodation establishment and the respective processor.

Information about Customers

1. The Accommodation establishment has a legal obligation to retain certain personal data about its guests, specifically name, surname, date of birth, address and duration of stay, document number and type, any visa details, and purpose of stay. This obligation is governed by the Act on the Residence of Foreign Nationals in the Czech Republic (326/1999) and the Local Fees Act (565/1990). Under these legal regulations, the Accommodation establishment is required to retain customer personal data for a period of 6 years.

Technical and Organizational Measures for Personal Data Protection

1. The Accommodation establishment undertakes to provide technical and organizational safeguards for the protection of processed personal data to prevent unauthorized or accidental access, alteration, destruction, loss, unauthorized transmission, other unauthorized processing, or misuse, and to ensure continuous fulfilment of all obligations of the personal data controller under legal regulations, especially the Regulation.
2. The Accommodation establishment undertakes to ensure data processing security by:
 - a) allowing access to personal data only to authorized persons of the Accommodation establishment who will have defined conditions and scope of processing, and each such person will access the data under their unique identifier;
 - b) processing personal data only in the Accommodation establishment premises, accessible only to authorized persons or its suppliers (subcontractors) bound by the same obligations;
 - c) preventing unauthorized reading, creation, copying, transfer, alteration, or deletion of records containing personal data;
 - d) implementing measures that allow determining and verifying to whom personal data was transmitted, by whom it was processed, modified, or deleted.
3. The Accommodation establishment undertakes, through internal regulations or special contractual arrangements, to ensure that its employees and other persons processing personal data do so only under the conditions and to the extent defined by the Accommodation establishment and in accordance with its instructions. In particular, the Accommodation establishment shall itself (and will require these persons to) maintain confidentiality of personal data and of security measures, the disclosure of which could compromise data protection, even after termination of employment or the relevant work for the Accommodation establishment.

CCTV System

1. The Accommodation establishment uses a CCTV system for the purpose of protecting its customers, its own property, and their property. The Hotel declares that it does not handle the recordings in any way, nor does it provide them to third parties or entities.