



Data Privacy Notice For Suppliers,

You may be aware that since 25th May **the General Data Protection Regulation (GDPR)** becomes law.

We, **ADK logistic, s.r.o.** are committed to protecting and respecting your privacy. This notice sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us.

We have to use your personal data in order to be able to conduct business with you and to provide you with relevant information. Our lawful basis for processing your general personal data is legitimate interest.

Processing is necessary either for the performance of a contract with you or to take steps to enter into a contract.

We do not share your data other than for requirements to fulfil the contract. We keep your personal data for no longer than **reasonably necessary** held by the Supplier Management Team on

file the following data:

- Company Name, Company Address, Company VAT number, Main Contact Persons details,
- Email address, Phone numbers, Skype details, Secondary contact details, 24 hour email,

additional contact details as appropriate:

- Names, email, telephone numbers, skype details
- Fleet details, Service details, Tracking details, Company Documentations

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Soma document required to be signed by ADK logistic.s.r.o.,such as our Standard Operating Procedures.

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data:

- The right to request a copy of the personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate/ out of date;
- The right to request your personal data is erased where it is no longer necessary to retain it;
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;

We do not transfer personal data outside the European Economic Area (EEA) unless we have put in place agreements for the processing of your personal data. We do not use any form of automated decision making in our business. If we wish to use your personal data for a new purpose, not covered by this Data Privacy Notice, then we will email you a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. If you will have any queries or questions relating to the contents of this email please do not hesitate to contact us at **adk @ adklogistic.com**.

Thank you.

