



BRIGHT MINDS,
BRIGHT LIGHTS.

[A member of LG]

Madam, sir,

In connection with your planned visit to our branch in Olomouc, you have received the attached Safety Instructions for Visitors and Service Providers. We kindly ask you to familiarize yourself with these Safety Instructions and to follow them during your visit to ZKW.

At the same time, please note that in order to ensure the safety of persons and the protection of property and information of ZKW and third parties, we operate a visitor system with cameras using automatic face recognition technology at the entrance to our premises. For this reason, we need to obtain a photograph of your face during your first visit in the relevant period to create a template against which you will be compared on subsequent visits at the entrance. Since, according to Article 9(1) of Regulation (EU) No 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) ("**GDPR**"), the processing of so-called special categories of personal data, specifically the processing of biometric data for the purpose of uniquely identifying a natural person, in our case the processing is only possible on the basis of your explicit consent pursuant to Article 9(2)(a) GDPR.

Therefore, before visiting our branch, we would like to ask you to read the text below carefully and to give your consent to the taking of your photograph and the storage of its biometric template (for 1 year). As this must be an explicit consent, **please send us the text "YES I agree" or "OK" in reply to this received email.**

1. **You hereby grant your consent** to ZKW Automotive Engineering CZ s.r.o., with registered office at Okružní 1300/19, Nová Ulice, 779 00 Olomouc, ID No.: 099 62 417, registered in the Commercial Register kept at the Regional Court in Ostrava, Section C, Insert 84793 ("**Controller**"), to take and process personal data - a photo of your face for the purpose of creating a biometric template in our visitor system in accordance with the GDPR. This template is used for comparison with CCTV footage on our premises to verify your identity during your visit. As this is biometric data processing for the purpose of uniquely identifying a natural person, and therefore a special category of personal data under Article 9(1) GDPR, the legal basis for the processing is your consent under Article 6(1)(a) GDPR, specifically **explicit consent** within the meaning of Article 9(2) GDPR ("**Photograph**"). The Photograph will be processed by the Controller for a period of 1 year from the date of taking.
2. **You acknowledge and agree** that the Photographs will be processed, collected and stored by the Controller on the basis of your consent and for the purpose of ensuring personal safety, protection of property and information of ZKW and third parties in electronic form under the conditions and in the manner set out in this consent or in the manner prescribed by law.
3. You give your **express consent** to the above processing. The provision of personal data is voluntary. You can withdraw your consent at any time, for example by sending an e-mail or letter to the contact details of ZKW:
ZKW Engineering CZ s.r.o,
Okružní 1300/19



BRIGHT MINDS,
BRIGHT LIGHTS.

[A member of LG]

Olomouc, 77900

ID: 09962417

Email: office.olomouc@zkw-group.com

Tel: +420 725 143 691

Our data protection coordinator is available at datenschutz@zkw-group.com.

4. In individual cases, such personal data may be passed on to insurance companies, legal representatives, courts, authorities and, in exceptional cases, to the management of the company for the purpose of providing evidence and asserting, exercising or defending legal claims.
5. In processing personal data, we may use the services of processors in the following areas:
 - security of company/property and information (including access permissions),
 - IT administration (including support, software and maintenance),
 - technical service providers (in particular in the area of video surveillance),
 - scanning and printing services.
6. Please note that under the GDPR you have the right to:
 - withdraw your consent at any time,
 - request information from us about what personal data we process about you, request a copy of that data, request access to that data and have it updated or corrected, or request a restriction on processing,
 - request that we erase that personal data,
 - to data portability,
 - lodge a complaint with the Data Protection Authority or apply to the courts.