

Application for company card

APPLICANT

1. Company name:						
2. First name:						
3. Surname:						
4. Date of birth:						
5. Applicant's passport/state ID card number:						
6. Company registration number:						
7. Required validity (maximum 5 years):						
8. Job position:						
9. Type/design of card (retired, employee, etc.):						
10. Phone number:						
11. Payment:		Cash/card <input type="checkbox"/>		Invoice <input type="checkbox"/>		
12. Authorized person for verification:		Name:			Surname:	
Datum:		Stamp:			Signature	
Phone:						

GUARANTEE

Name, surname of guarantor:						
Confirmation of guarantor:						
Date:		Stamp:			Signature	
Phone:						

PRAGUE AIRPORT – SECURITY ADMINISTRATIVE DEPARTMENT

Internal remarks:

DECLARATION OF COMPANY CARD HOLDER:

I declare that I have been duly informed about the processing of my personal data in accordance with the provisions of Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and the free movement of such data, and the repeal of Directive 95/46/EC (General Regulation on the protection of personal data) and that the personal data provided are accurate and true.

Application, confirmed more than 3 months before, can't be accepted.

.....
Date

.....
Applicant signature

Consent to Personal Data Processing for Purposes of Issuing Airport Identification Card for Entering Non-Public Premises of Václav Havel Airport Prague

as a data subject I hereby grant my free and clear consent to the processing of my personal and sensitive data (special personal data category) (hereinafter "Consent") to **Letiště Praha a. s., with the registered office at K letišti 1019/6, Ruzyně, post code 161 00, Praha 6, ID: 282 44 532, incorporated in the Companies Register kept by the Municipal Court in Prague, Section B, Insert 14003**, as the personal data controller (hereinafter "Controller"), in accordance with Article 6(1)a) and Article 7 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 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) (hereinafter "GDPR"), under the following conditions:

Purpose of personal data processing

Data subject's personal data will be processed based on his/her consent. The reason for the provision of personal data by the data subject is the data subject's interest in the fulfilment of the purpose of personal data processing, which would not be possible without the provision of personal data.

The Controller undertakes to process accurate personal data solely for the following purpose:

- **issuing an airport company card for entering non-public premises of Václav Havel Airport Prague.**

The Controller undertakes not to process personal data in a manner incompatible with the aforementioned purpose.

If the airport identification card for entering non-public premises of Václav Havel Airport Prague is issued, the Controller has also a legal obligation to process data subject's personal data based on the Regulation of the European Parliament and of the Council (EC) No. 300/2008, 272/2009 and 185/2010 establishing common rules in the field of civil aviation safety, as amended, Act No. 49/1997 Coll., on Civil Aviation and amending Act No. 455/1991 Coll., on Trade Licensing (Trade Licensing Act), as amended, as amended and on the basis of Decree No. 410/2006, on Civil Aviation Protection from Illegal Activity and on amendment to the Decree of the Ministry of Transport and Communications No. 108/1997 Coll., which implements Act No. 49/1997 Coll. The reason for provision of personal data to the Controller is the data subject's wish to receive an airport identification card for entering non-public premises of Václav Havel Airport Prague which would not be possible without the provision of personal data. Failure to provide personal data by the data subject may cause that the airport identification card for entering non-public premises of Václav Havel Airport Prague will not be issued.

Scope of personal data

The Controller undertakes to process personal data solely in a scope necessary in relation to a purpose for which the data are processed. Scope of personal data is as follows:

- portrait color digital front photograph, showing face, shoulders, front part of the neck and upper part of the chest,
- name,
- surname,
- birth number,
- date of birth (if the applicant is a foreign national),
- personal number,
- permanent residence address,
- email address,
- telephone,
- identification document number (personal ID card or passport),
- residence permit (if the applicant is not EU national),
- background check confirmation number (if the applicant wants entry to restricted security premises/airport SRA)

(hereinafter "Personal Data").

Data retention period

The Controller undertakes to process personal data that are processed for the aforementioned reason for period of validity of the airport identification card for entering non-public premises of Václav Havel Airport Prague and subsequently for 5 years (in the given case the Controller has a legitimate interest in processing these personal data also after termination of validity of the airport identification card for database purposes and legal protection). After lapse of this period the Controller is obliged to destroy the personal data.

Data recipient categories and personal data transmission

The Controller declares that personal data will be disclosed only to relevant employees of the Controller who are obliged to maintain these data, as well as safety measures, the publication of which could put the security of these personal data at risk, in confidentiality.

The Controller also declares it will not transmit personal data to third states or any international organization.

Automated decision-making and profiling

Automated decision-making and profiling under Article 22 GDPR will not be used during personal data processing.

Data subject's rights

The Controller informs the data subject about his/her rights arising from GDPR:

- right to recall consent to personal data processing (the data subject has the right to recall his/her consent at any time under Article 7 GDPR);
- right to access personal data (the data subject has the right to be given a confirmation from the Controller that the personal data related to the data subject are or are not processed under Article 15 GDPR);
- right to rectification (the data subject has the right to request the Controller to correct inaccurate personal data related to the data subject without undue delay and also the right to have his/her incomplete personal data completed under Article 16 GDPR);
- right to deletion (the data subject has the right to request the Controller to delete, without undue delay, personal data related to the data subject if any of the reasons given in Article 17 GDPR exists);
- right to restriction of processing (the data subject has the right to request the Controller to restrict processing in cases set in Article 18 GDPR);
- right to portability (the data subject has the right to obtain personal data related to him/her which he/she provided to the Controller in a structured, commonly used and machine-readable format, and to transmit them to another controller and the Controller who was given these data will not prevent from this transmission, in cases set in Article 20 GDPR);
- right not to be a subject of any decision based entirely on automated processing (the data subject shall have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning him or her or similarly significantly affects him or her under Article 22 GDPR);
- right to file a complaint with a supervisory authority, The Office for Personal Data Protection is the supervisory authority – registered office at Pplk. Sochora 727/27, post code 170 00, Prague 7.

Data protection officer

In accordance with Article 30(1)a) GDPR the Controller provides the data subject with contact a to a data protection officer.

You can direct all your questions, inquiries or other suggestions related to the processing of your personal data to the data protection officer - Luboš Řádek, email address: dpo@prg.aero.

Conclusion

The data subject hereby declares he/she has been duly informed by the Controller on personal data processing in accordance with the provision of Article 13 GDPR, and that the provided personal data are accurate and true and are given to the Controller voluntarily.