

## GDPR

### Regulation on the Protection of Natural Persons with Regard to the Processing of Personal Data and Its Implementation

**Regulation 2016/679 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)**

TOPSTONE s.r.o. company is fully aware of the importance of personal, operational and location data protection, and therefore the collection and further processing of such data, including the content, is governed by applicable laws, especially the Act No. 101/2000 Coll., on the Protection of Personal Data, Act No. 127/2005 Coll. on Electronic Communications, as well as by the relevant provisions of the Civil Code and the relevant standards of the European Union.

We actively monitor the development of Czech and EU legislation in order to implement all the requirements imposed by law, in order to ensure the maximum possible level of protection of the privacy of our customers.

We accepted **Binding corporate rules for the protection of privacy when handling personal data within the TOPSTONE s.r.o. company and its subsidiaries**, which ensures that TOPSTONE implements consistent data protection. Within TOPSTONE company and its subsidiaries, the recipient of personal data will make sure to process such data in accordance with the policies stipulated in the legislation on data protection that apply to their sender.

We meet the requirements of the current legislation on personal data protection and we are implementing the **Regulation 2016/679** 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**”), and thus as of the day of entry into force we will be ready to meet the requirements imposed on personal data controller by GDPR, and also in cases where the TOPSTONE s.r.o. company will play the role of data processor.

Our company has taken all necessary measures to protect sensitive information (which mainly means not only personal data, but also customer data as a whole) against unauthorized access, as well as to align internal procedures and to meet legal and other requirements. Even so, especially with regard to the possible new security threats, security measures are constantly being evaluated in the light of specific circumstances to determine and ensure an appropriate level of protection.

New obligations under GDPR

### **The Obligation to Keep Records of Processing Activities**

As of the day of entry into force on 25 May 2018, all processes necessary for the maintenance of records will be set to the extent required by GDPR, both in cases where the TOPSTONE company is in the position of controller and the cases where the TOPSTONE company is in the position of processor.

### **Reporting a Breach of Personal Data Security to the Personal Data Protection Office and Reporting a Breach of Personal Data Security to the Data Subject**

We have set the processes for the proper documentation of all security incidents and reporting the breaches of personal data security to the Personal Data Protection Office and reporting to data subjects.

### **Appointing the Data Protection Officer**

We have appointed the Data Protection Officer for personal data protection, who was given appropriate powers and is involved in all personal data protection issues.

### **The Rights of the Data Subject**

As of the day of entry into force of GDPR, all obligations imposed on the TOPSTONE s.r.o. company as the controller in relation to the rights of the data subject will be met. At the same time, our company will provide the controllers, that are receiving services from us in the position of processor, with all assistance necessary to fulfill their legal obligations under GDPR.