

## **PROCESSING OF PERSONAL DATA**

The provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (GDPR) apply only to the processing of personal data.

### **Controller:**

Limited Liability Company "CSC TELECOM", unified registration No 40003611196, legal address: Cēsu iela 31 K-3, Riga, LV-1012, tel. 67780000, e-mail address: [info@csc.lv](mailto:info@csc.lv).

### **Purpose of Data Processing:**

To provide to the Data Subject – a natural person – electronic communications services and to perform activities related to the provision of the service.

### **Scope of Application of Data Processing:**

The Controller processes personal data, including the data on the website [www.multisms.lv](http://www.multisms.lv) managed by the Controller, for the provision of SMS services.

The Controller ensures that the Data Subject's personal data are protected in compliance with the GDPR requirements.

The Controller collects, processes and uses the Data Subject's data only to the extent necessary for the provision of the SMS service and for the conclusion of the Agreement.

The Controller guarantees and undertakes to take all necessary measures to ensure that the Data Subject's data are kept confidential and secure.

### **The Purposes of and Legal Grounds for Data Processing:**

The Controller may use the personal data submitted by the Data Subject (on the basis of the Agreement, a law, legitimate interests or consent of the Data Subject) for the following purposes:

- 1) To provide SMS services (on the basis of the Agreement or consent of the Data Subject, depending on the type of electronic communications service);
- 2) To contact the Data Subject for service issues (quality of the service, elimination of damage, offering new services, etc. issues).

### **Categories of Recipients of Personal Data**

Personal data of the Data Subject may be transferred to third parties only to the extent and in the manner specified in the Agreement on the Provision of Electronic Communications Service or in the Terms of Use of the service.

The Controller undertakes to comply with the GDPR and other laws and regulations, as well as the provisions of the concluded Agreement when transferring the personal data of the Data Subject.

Personal data of the Data Subject may be transferred to:

- 1) Authorized persons or companies of the Controller involved in the provision of electronic services (subject to the terms of the Agreement);
- 3) The data subject himself/herself according to the GDPR rules;
- 4) Public authorities to comply with regulatory enactments;
- 5) In cases where the services are assigned to subcontractors, which are considered to be sub-processors of personal data, the Controller involves only those service providers that guarantee the implementation of proper technical and organisational measures for the processing of personal data in such a way that the processing ensures the protection of the rights of the Data Subjects in accordance with the requirements of the GDPR and laws and regulations.

### **Period of Storage of Personal Data**

Personal data of the Data Subject are being processed only for the above purposes, and for as long as it is necessary to achieve the purposes, for protection of the interests of the Controller and Data Subject, or for complying with the time limits laid down in laws and normative acts.

The Controller destroys the personal data of the Data Subject as soon as the need to process them ceases.

Personal data is a restricted access information available only to employees who need access to this data to perform work tasks.

All employees of the Controller are trained to protect the rights of the Data Subject.

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

The Data Subject shall be entitled to a confirmation from the Controller whether or not personal data are being processed in respect of the Data Subject.

The Data Subject is entitled to:

- 1) request correcting of his or her data;
- 2) request erasure of his or her data;
- 3) request limiting of processing of his or her data;
- 4) object to the processing of his or her data;
- 5) withdraw his or her consent at any time;
- 6) submit a complaint to the Supervisory Authority.

**Security of Personal Data**

The Controller ensures and takes appropriate physical, technical and organisational measures against unauthorised or unlawful processing of personal data and against accidental loss or destruction, or damage to personal data, including appropriate coding of personal data.

The Controller tests its security measures in place to ensure the processing of personal data.

The Controller ensures that persons authorised to process personal data have undertaken confidentiality obligations.