

Privacy policy

This policy applies to:

Association: Česká společnost ornitologická (hereinafter referred to as ČSO)

Registered office: Na bělidle 34, Praha 5, 150 00

Company registration number: 49629549

VAT identification number: CZ 49629549

The association is registered in The Register of Associations kept by the Municipal Court in Prague under the number L 1371.

The Articles of ČSO (accessible online at the [Document registry](#)) are the fundamental statutory document providing for the organisation of ČSO.

The governing body of ČSO is the chairman RNDr. Jiří Flousek, Ph.D. and the chief executive officer Mgr. Zdeněk Vermouzek. Each member of the governing body shall represent ČSO individually.

Introduction

Personal data protection is provided by the Act No. 101/2000 Coll., on the Protection of Personal Data (hereinafter referred to as Act on the Protection of Personal Data) and by the Regulation of the European Parliament and of the Council No. 2016/679 on the protection of individuals with regard to processing of personal data and on the free movement of such data (hereinafter referred to as GDPR).

ČSO processes personal data on the grounds of voluntary membership registration, registration of cooperating expert programmes (esp. ČSO Faunistic Database and all related programmes, programme Jaro ožívá and programme Bezpečné zastávky), given consent to processing of the personal data for informational and marketing purposes (esp. sending events invitations, newsletters on birds and possibilities for their research and protection, fundraising campaigns). Apart from that, ČSO processes personal data on the basis of fulfilment of its legal duties provided by legal contracts, such as the e-shop purchase, donation, contract performance or sponsorship. Furthermore, ČSO processes data concerning its employees and co-workers, which are absolutely necessary for the operation of ČSO as an organisation.

The use of any personal data is preceded by manual or automatic processing including statistical analysis with the aim of profiling, segmentation or reporting of the data. If not absolutely necessary for the purpose of analysis, ČSO processes the data anonymously.

1. What data ČSO collects and processes

ČSO collects and processes only necessary personal data, which vary depending on the targeted group, and usually include only few from the following list:

- name and surname (regarding entrepreneurs also corporate name, company registration number and registered office),

- date of birth (of ČSO members; furthermore the place of birth of ČSO employees),
- contact details (address, e-mail, phone number, profile on social media),
- date of acquiring ČSO membership,
- portrait photography,
- information on the person's communication with ČSO (how the person contacted ČSO/how ČSO contacted the person, what was the aim and result of their communication),
- financial transaction data regarding payment of membership fees, goods or providing donation (esp. account number, date, amount and purpose of the payment),
- information on the use of products and services of ČSO (e.g. e-shop purchase, attending ČSO events and programmes),
- geolocation data with regard to participation in research programmes, only if necessary by the purpose of the programme,
- photographs of participants at ČSO events,
- regarding visitors of ČSO websites, IP address, information on visited websites, user preferences, time spent on the websites and conducted operations, alternatively information concerning the type of used device, operating system and web-browser.

ČSO treats the personal data of children (e.g. members of ČSO, events participants) with special care. Consent with processing personal data of children under the age 13 shall be given by their legal representative at the time of ČSO's first contact with the child (e.g. member registration, attending an event) and subsequently with every change of the scope of collected information.

In principle, ČSO shall not collect and process the following sensitive information: nationality, racial and ethnical origins, political orientation, membership in labour unions, religion and belief, conviction of crime (except from crimes against the environment as provided by art. 3 (10) of The Articles of ČSO), health condition, sexual life and genetics. ČSO processes the portrait photographs of its members only with their expressly given consent and concerning ČSO employees also their signature and information on their health conditions to the extent necessary for meeting its legal duties in the field of labour law.

2. For what purposes ČSO processes the data

The purpose of processing the personal data regarding ČSO members is especially managing membership agenda, providing membership services, including sending information in the form of printed materials and electronic communication.

With regard to others that are not members of ČSO, processing of personal data includes especially informing on the possibilities to attend citizen science programmes, newsletters regarding ČSO activities, birds and possibilities for their research and protection, donation campaigns and communication with the donors. Part of this communication may be marketing messages including even the messages from the third parties cooperating with ČSO.

Other purposes of processing the data are especially: communication with the e-shop customers, contract performance (e.g. commissions, donation contracts, cooperation agreements and joint projects) and labour-law agenda.

ČSO uses wide range of communication channels, such as post, e-mail, phone, social media and exceptionally SMS.

3. Where is your data kept a how is it protected

ČSO treats the processed data with responsibility and in accordance with applicable legislation. The processed data shall be accessed only by authorised persons that have taken part in an internal training concerning personal data protection. For processing the data, ČSO uses automated and non-automated means. ČSO uses secure electronic storages located in the EU member states, for they ensure a consistent and high degree of protection. ČSO makes every possible effort to safeguard the electronic personal data with the use of modern information technology. Personal data on paper is stored in the locked ČSO office. The access to those data is limited to authorised persons that have taken part in an internal training concerning personal data protection. After the purpose for processing or keeping the data ceases to exist, the redundant data shall be shredded.

4. Controller and Processors

The controller is every subject that determines the purposes and means of the processing of personal data. The controller collects the data, processes and keeps them for the determined purpose. The controller of personal data provided to ČSO is solely ČSO. As a controller, ČSO may designate processors to process the data.

The processor is every subject that processes personal data on behalf of the controller, based on the specific legislation or commission given by the controller. If using this possibility in certain cases, ČSO enters into a commission contract that ensures full protection of the data concerned. The processors designated by ČSO are:

- Adiservis – Na Nivách 18, Praha 4, company registration number: 28367499 (distributor of print and other materials)
- Fortion Networks, s.r.o., Božkovská 307/9, 326 00 Plzeň, company registration number: 26397994 (provider of web-services)
- Alena Matýsková, Pejevové 3126, Praha 4, 143 00, company registration number: 44338040 (external accountant)

If you provide a donation to ČSO via donation portal Darujme.cz, the controller of the data is ČSO as well as the operator of the donation portal, which is Nadace Via, company registration number: 673 60 114, registered office: Dělnická 1324/9, Holešovice, 170 00 Praha 7. Terms and conditions of use of the portal Darujme.cz including the privacy policy is available at: www.darujme.cz/podminky-uzivani.

5. How long ČSO keeps the personal data

ČSO controls personal data for the time of duration of the contractual relationship, for the retention period prescribed by certain legislation and in the case of given consent until the consent is withdrawn. After the legal purpose for processing of the data ceases to exist (e.g. after the expiration of given consent), the personal data shall be shredded or erased.

6. How to withdraw consent to processing of personal data

The given consent to processing of personal data shall be withdrawn at any time, i.e. it is possible to ask for erasure of your personal data. However, the data shall not be erased if another legal ground for their processing exists, e.g. legal duty to archive accounting documentation.

Giving consent to processing of personal data is voluntary and it might be refused or withdrawn at any time.

The consent might be withdrawn via e-mail to the address cso@birdlife.cz or in writing to the address ČSO Na Bělidle 34, Praha 5, 150 00, or by phone on the number 777 330 355. The consent shall be withdrawn exclusively by the person that previously gave it, or by his or her legal representative. ČSO verifies the identity of the person withdrawing consent, using the adequate means of identification to the requested action (e.g. plain e-mail address is an adequate means for withdrawal from getting newsletters to that e-mail address). If any reasonable doubts concerning identification of the person withdrawing consent occur, ČSO is allowed to request additional information verifying the person's identity.

7. What are the rights of the data subjects?

ČSO data subjects have the right to obtain from the controller confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, access to the personal data and the following information: the purpose of processing the data, the categories of personal data concerned and the recipients to whom the personal data have been or will be disclosed. If they find out or allege that ČSO processes their personal data contrary to the protection of their private life or contrary to the legal order, they are entitled to ask ČSO for explanation, alternatively to request rectification, restriction of processing or complete erasure of the data concerned. Inquiries and request shall be sent to e-mail address cso@birdlife.cz or by post to ČSO, Na Bělidle 34, 150 00 Praha-Smíchov. As a controller, ČSO is obliged to adopt appropriate measures (rectification of inaccurate personal data, restriction of processing or erasure of the data) without undue delay, at the latest within one month, unless legal duties or legitimate interest prevailing over personal data protection prevents him to do so (e.g. erasure of the personal data concerning employees in labor-law relationship shall not be possible).

In the case of an alleged breach of law, ČSO data subjects are also entitled to lodge a complaint with a supervisory authority that is [The Office for Personal Data Protection](#) and request appropriate remedy.

Prague, 23 May 2018

Zdeněk Vermouzek
CEO