

## Information on processing of employees' personal data in connection with mandatory tests

As personal data controller, the University of Chemistry and Technology, Prague is obliged, in accordance with the principle of transparency, to inform its employees about processing of personal data that concerns them. All handling of personal data is governed by valid legal regulations. The purpose of this document is to provide employees with information on the scope, purpose, period of processing of personal data in connection with mandatory testing of employees for the presence of COVID-19 infection. Personal data can be processed electronically or manually in paper form by own employees at the personnel department.

<b>Personal Data Controller</b>	University of Chemistry and Technology, Prague Company ID: 604 61 373	Technická 1905/5, 160 00 Prague 6, Dejvice
<b>Personal Data Protection Officer</b>	Mgr. Šárka Datlová	Phone no.: 220 442 045 e-mail: gdpr.poverenec@vscht.cz
<b>Purpose of processing of personal data</b>	<p>Employees' personal data is processed in order to:</p> <ul style="list-style-type: none"> <li>• prevent further spread of COVID-19,</li> <li>• increase security of the working environment,</li> <li>• prove compliance and checking of compliance with obligations imposed on the administrator by legal regulations.</li> </ul> <p>The Extraordinary Measure and the ensuing obligation to perform tests and keep records as referred to below comes into effect on 17 January 2022.</p>	
<b>Lawful basis of processing of personal data</b>	<p>Processing of personal data of employees included in the records of performed tests means complying with the legal obligation imposed on the controller in Art. 6, Para 1 (c) of the General Data Protection Regulation. For reasons of public interest in the area of public health, a special category of personal data is processed during testing, which gives evidence of the state of health in accordance with Art. 9, Para 2 (i) of the General Regulation.</p> <p>Tests are performed in accordance with the Extraordinary Measure <b>MZDR 461/2022-1/MIN/KAN</b> of 5 January 2022, which orders to test employees for the presence of COVID-19 in accordance with Section 69, Para 1 (i) and Para 2 of Act No. 258/2000 Coll., and in accordance with Section 2, Para 2 (m) of Act No. 94/2021.</p> <p>The Ministry of Health issued the abovementioned order in accordance with Section 80, Para 1 (g) of Act No. 258/2000 Coll., on Protection of Public Health, and Section 2, Para 1 of Act No. 94/2021 Coll., on Emergency Measures during the COVID-19 Epidemic.</p>	
<b>Categories of processed personal data</b>	<p>The records of performed tests will include personal data – the date of the test, name and surname of persons who will have taken the test by the given date, including their date of birth, insurance number and name of health insurance company with which they are insured, and the result of the test. The scope of the registered data depends on the legal obligations of the administrator and legitimate requirements of the relevant bodies (public health bodies or other bodies in accordance with the law).</p>	

	In accordance with the controller's obligation to hand over to the relevant local public health protection body a list of persons that were tested and whose result was positive, which includes the same data as the above records and a contact phone number of the tested person, in case of a positive result, the employee's contact number will be required and handed over to the relevant regional hygienic station.
<b>Period of personal data processing</b>	<p>Processing of personal data will be done and the records of the performed tests will be kept until the Extraordinary Measure on mandatory testing of employees is cancelled.</p> <p>The period of retention of personal data and the records of performed tests under the Extraordinary Measure is 90 days.</p>
<b>Recipients of personal data</b>	Public health protection bodies in order to check the compliance with the imposed measure, if necessary.
<b>Transfer abroad</b>	The controller shall not transfer personal data to international organizations or to third countries.
<b>Rights of the data subject</b>	<ul style="list-style-type: none"> <li>• Right of access to personal data (Art. 15 of the General Regulation) Ensured based on the data subject request in the scope of data processed on the subject.</li> <li>• Right to rectification of personal data (Art. 16 of the General Regulation) The employee has the right to obtain rectification of personal data if the records of performed tests should contain incorrect personal data.</li> <li>• Right to erasure of personal data (Art. 17 of the General Regulation) The data subject can enforce the right to erasure of personal data only if the data administrator should process personal data for which the purpose of the processing has elapsed.</li> <li>• Right to restriction of processing (Art. 18 of the General Regulation) Does not apply, with the exception of when the data subject needs the data for the establishment, exercise or defence of legal claims.</li> <li>• Right to lodge a complaint with a supervisory authority (Art. 77 of the General Regulation) Every data subject (if they believe the General Regulation has been violated) has the right to lodge a complaint with the Office for Personal Data Protection, Pplk. Sochora 27, 170 00 Prague 7, tel. +420 234 665 111, e-mail <a href="mailto:posta@uouu.cz">posta@uouu.cz</a>.</li> </ul>
<b>Automated decision-making, including profiling</b>	The controller shall not carry out automated decision-making, including profiling.