



# **GDPR POLICY**

We are a company engaged in **the research, manufacturing and sales of special crystal products for detectors, lasers and other industrial applications**. Within this, we process different types of personal information about employees, business partners or other persons.

Due to this reason we are obliged to follow the EU Regulation No. 2016/679 of 27 April 2016 The General Data Protection Regulation (GDPR).

Our goal is to provide our employees, business partners and other entities with the security of their personal data and prevent from their misuse. That is why we introduce the GDPR not only as a mandatory statutory regulation, but also as a guide to keep the stated goal. We have adopted the following vision:

**CRYTUR, spol. s r. o. is reliable partner guaranting personal data security of all employees and bussiness partners**

***We will fill this vision by focusing on the following measures:***

- 1. Personal data security management system.** We implement the GDPR as a coherent system with interlinked management documents (policy, guidelines, guides) and records.
- 2. Personnel and Wages administration.** We only keep necessary records about staffing and payroll on our employees. Employees know which data we collect and store.
- 3. Business and Purchase Agendas.** We collect only the necessary records for the relevant activity (buying, selling, consulting, controlling, etc.) for specific persons of business partners and other persons (consultants, government officials, self-government employees, etc.).
- 4. Agenda Research and Development.** We collect the personal data of our specialists, as well as other external experts, especially representatives of the agency, judges, co-beneficiaries,
- 5. Camera system related records.** Property protection and control of compliance at the workplace in Košková Street.
- 6. Software products that store personal information.** We evaluate both used and new software products from a personal data record point of view. We require GDPR support from vendors to use them, including features to fulfill the subjects' rights (data deletion, data anonymization, etc.).

*This GDPR policy is a commitment of the company's management to comply with the privacy policy. GDPR policy is the basis for setting partial goals. Employees of the company are repeatedly introduced to the GDPR Policy because they are responsible for its performance.*

*This GDPR Policy is accepted indefinitely. Reviewed from the viewpoint of timeliness and efficiency, it can be reviewed at any time and for any reason, at least once a year.*

In Turnov, 1. 4. 2018

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guarantor GDPR

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Managing Director