

# Privacy Statement ING HUBS SK

## Closed-circuit television /CCTV/

(Version 1.0)

## 1. About this Privacy Statement

This Privacy Statement aims to explain in a simple and transparent way what personal data we gather about you and how we process it. This statement on the protection of personal data applies to all persons who have been captured by CCTV located in the premises used by ING Hubs B.V., organizational unit Slovakia, Plynárenská 7/B, Bratislava 821 09 /hereinafter referred to as "ING Hubs SK".

Personal data in this context represent camera records. Processing means any activity we may perform in relation to personal data, e.g. collecting, recording, storing, adapting, organizing, using, making available, transferring or deleting.

## 2. The types of data we collect about you

The personal data we collect includes:

- Camera recordings from the premises of ING Hubs SK.

## 3. What we do with your personal data

We only use your personal data for legitimate business reasons. This includes:

We only use your personal data for legitimate purposes. Belongs here:

### Health, safety and security.

To ensure the safety and protection of the premises and property of ING Hubs SK.

## 4. Who we share your data with and why

We share certain information internally and outside of ING. This includes with:

### Authorised ING Hubs SK employees

Certain employees are authorised to process your personal data for legitimate purposes (see section 3 'What we do with your personal data'). They are only authorised to do so to the extent that is needed for that purpose and to perform their job.

### Government authorities

To comply with our regulatory obligations, we may disclose data to the relevant authorities. In some cases, we are obliged by law to share your data with external parties, including:

- **Judicial/investigative authorities** such as the police, public prosecutors, courts and arbitration/mediation bodies on their express and legal request

### Service providers

When using external service providers, we only share personal data that is required for a specific task. Service providers provide us with support in the following activities: performance of physical object security services. In all of

these cases, we ensure that third parties only have access to the personal data necessary to perform their specific tasks.

### Safeguards

We do not share your personal data with entities from third countries /i.e. outside the EEC/

## 5. Your rights and how we respect them

We respect your rights as an employee to determine how your personal information is used. These rights include:

### Right to access information

You have the right to ask us for an overview of your personal data that we process.

### Right to rectification

If your personal data is incorrect, you have the right to ask us to rectify it. If we shared data about you with a third party we will also notify that party.

### Right to object to processing

You can object to ING Hubs SK using your personal data. We will consider your objection and assess whether processing your information has any undue impact on you that requires us to stop doing so.

You cannot object to us processing your personal data if we are legally required to do so to fulfil a contract with you.

### Right to restrict processing

You have the right to ask us to restrict using your personal data if

- you believe the information is inaccurate
- we are processing the data unlawfully
- ING Hubs SK no longer needs the data, but you want us to keep it for use in a legal claim
- you have objected to us processing your data for our own legitimate interests

### Right to erasure

You may ask us to erase your personal data if:

- we no longer need it for its original purpose
- you object to us processing your data for our own legitimate interests and your claim has been found legitimate
- ING Hubs SK unlawfully processes your personal data
- a law of the European Union or a member state of the European Union requires ING Hubs to erase your personal data

### Right to complain

Should you not be satisfied with the way we have responded to your concerns you have the right to submit a complaint. If you are still unhappy with our reaction to your complaint, you can escalate it to your local data protection officer. You can also contact the data protection authority in the Slovak Republic.

### **Exercising your rights**

If you want to exercise your rights or submit a complaint, please contact us at [dpo.ing.hub.sk@ing.com](mailto:dpo.ing.hub.sk@ing.com).

We aim to respond to your request as quickly as possible. In some instances this could take up to one month (if legally allowed). Should we require more time to complete your request, we will let you know how much longer we need and provide reasons for the delay.

### **6. How we protect your personal data**

We apply an internal framework of policies and minimum standards across all of ING Hubs SK to keep your data safe. These policies and standards are periodically updated to keep them up to date with regulations and market developments. More specifically and in accordance with the law, we take appropriate technical and organizational measures (policies and procedures, IT security etc.) to ensure the confidentiality and integrity of your personal data and the way it's processed.

### **7. How long we keep your personal data**

ING Hubs SK collects and stores data for 14 days. We can only keep personal data for as long as it is necessary for the purposes for which we originally requested it. When the relevant data retention period expires, we immediately ensure that the data is securely deleted or destroyed, anonymized.

### **8. Contact us**

If you want to know more about ING's data policies and how we use your personal data, you can send us an email to [dpo.ing.hub.sk@ing.com](mailto:dpo.ing.hub.sk@ing.com).

### **9. Scope of this Privacy Statement**

This is the personal data protection statement of ING Hubs SK.

We may amend this privacy statement to comply with changes in the law and/or to reflect how our company processes personal data. This version was created on December 1, 2023.

