



## THE WAY IN WHICH THE PERSON CONCERNED CAN BE LIABLE TO APPLY THEIR RIGHT AND WHAT IS THE PROCEDURE OF THE SLOVAK AVIATION AGENCY S.R.O. IN RELATION TO THE APPLICABLE RIGHTS OF THE PERSON

The person concerned can implement their rights by submitting a file by:

- E-mail to the address: [office@slla.sk](mailto:office@slla.sk) or
- Registered mail delivered to a registered office of Slovak Aviation Agency s.r.o., Hronské predmestie 4, 974 01 Banská Bystrica

Slovak Aviation Agency s.r.o. provides the person concerned with assistance while implementing their rights.

Slovak Aviation Agency s.r.o. has the right to request the provision of additional information necessary to confirm the identity of the person concerned if there are reasonable doubts regarding the identity of the person filing the application.

If the request is unjustified or inappropriate, especially for its recurring nature, the Slovak Aviation Agency s.r.o. may refuse to act based on concerned person's application, or may require an appropriate fee to take account of the administrative costs incurred in handling the application.

**OTHERWISE (within the meaning of Art. 12 Section 5 of the Regulation and § 29 Section 5 of the Act) THE INFORMATION ARE PROVIDED FREE OF CHARGE.**

Slovak Aviation Agency s.r.o. shall provide the person concerned with information on the measures taken based on application, by means of Articles 15 to 22 of the Regulation and pursuant to § 21 to 28 of the Act without unnecessary delay and in any case within one month of receipt of the application. This period may be extended by further two months if necessary, taking into account the complexity of the application and the number of applications. Slovak Aviation Agency s.r.o. shall inform the person concerned about any such extension within one month of the receipt of the application, including the reasons for the delay in time. If the person concerned has sent the application by electronic means, the information shall, if possible, be provided by electronic means, unless the person concerned has requested a different means.

In case that the Slovak Aviation Agency s.r.o. has not taken measures at the request of the person concerned, the agency without any delay and within one month of receipt of the request will inform the concerned person about it and also about the reasons for non-enforcement and their possibility of filing a complaint to the supervisory authority respectively to file a request to initiate the procedure of personal data protection within the meaning of the Act.

Slovak Aviation Agency s.r.o. agency shall notify any recipient to whom personal data have been provided, about any correction, deletion or limitation of the processing of personal data made pursuant to Articles 16, 17 and 18 of the Regulation or § 22, 23 and 24 of the Act, unless it turns out to be impossible or if it doesn't require undue efforts. The operator shall inform the person concerned of such recipients on demand of the person concerned.