



S K Y S I D E

P r i v a c y
P o l i c y

Introduction

With this data protection declaration, we would like to inform you about the personal data that we collect and process and for what purpose and to what extent we use it. This declaration applies to all processing of personal data carried out by us. This includes all our services provide on our website and external online presences such as our social media platforms.

We process your data in accordance with the national data protection laws [Datenschutzgesetz (DSG), and Telekommunikationsgesetz (TKG)] and the European Union General Data Protection Regulation (“GDPR”). If not otherwise mentioned in this document, the term GDPR is used for the national and EU Data Protection laws

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If you have any questions, remarks or comments you can contact us:

Skyside GmbH
Garnisongasse 3/6
1090 Vienna
Austria

E: it@skyside.aero
T: +431402318484

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Responsible company

Skyside GmbH
Garnisonsgasse 3/6
1090 Vienna
Austria

E: it@skyside.aero
T: +431402318484

Overview of processing operations

The following overview summarises the types of data and the purpose of their processing and refers to the data subjects.

Types of data processed

- Contact details
- Content usage
- Usage data
- Meta/communication data.

Categories of persons concerned

- Communication partner
- Users

Purposes of the processing

- **Contact request and communication**
 - Based on the contact formal provided on our website or other means of electronical communication (e.g., e-mail), we use your personal Data, to either answer your question, process your requests, or to communicate with you otherwise. This is based on the Article 6 (1) b GDPR – performance of (pre-)contractual duties.
- **Job application**
 - If you choose to contact us via the contact formular to hand in your job application, then we process your personal Data (e.g., name, C.V., application, photograph, certificates, and references) to process your application and to consider your application for possible open job positions. This is based on the Article 6 (1) b GDPR – performance of (pre-) contractual duties.
- **Provision of contractual services and customer services**
 - With the contact form you can request flights from us. We use your provided data (e.g., contact information, departure- time/ destination, or arrival- time, and date). This is based on the Article 6 (1) b GDPR – performance of contract.
- **Managing and responding to enquiries/Feedback**
 - Additionally, you can also request customer service via our contact form. where we also receive your name, e-mail address and your request. This is based on the Article 6 (1) b GDPR – performance of (pre-) contractual duties.

Relevant legal basis

The legal basis of how we process processing of your personal data is based on the GDPR. Below you will find an overview, which articles are applicable for this privacy policy. Please note that the

national regulations in our or your country may vary. If you have questions regarding the legal basis, feel free to contact us.

- **Contract performance and pre-contractual enquiries** → Art. 6 (1) b. GDPR – This article describes that we need to process your personal data in order to form a contract with you. To that extend we use your data (such as name, e-mail address, address, and subject of the contract) to formulate a contract.
- **Legitimate interests** --> Art 6 (1) f. – GDPR We need to process your data in case any legal authorities or third party requires your personal data in matter of security or legal prosecution. However, we only transfer your personal Data in accordance with the EU Commission's standard clauses for the transfer of personal data (Art. 46 (2) c. GDPR)

Additionally, to the regulations of the EU GDPR, national regulations apply in Austria. This includes the data protection laws [Datenschutzgesetz (DSG), and Telekommunikationsgesetz (TKG)]. Especially, the DSG includes your right of rectification, erasure, processing your data for other transmission and purposes,

Security measures

We at Skyside, take security very seriously and therefore we take appropriate measures to keep the integrity, confidentiality and availability of your personal data. In order to ensure this security of your data we take the appropriate measures in accordance with the national and EU regulations/laws.

The mentioned measures we take is that you have the right to delete ratify your data. Furthermore, we implement and SSL encryption (https), which protects your transmitted data. HTTPS stands for Hypertext Transfer Protocol Secure, and it ensure that your personal data is protected by different layers. Namely Transport layer Security and Secure socket layers. This protective measure can be identified by the letters 'https' in the beginning of an URL.

Data processing in third countries

So far, the processing of your data only occurs in a country of the European Union. However, if we have to process your data in a third country (outside of the EU), as part of the transfer to other companies or authorities, we transfer them in accordance with legal requirements of the respective country

We only transfer data into third countries which recognize and adapt to the same data protection requirement of the EU. Therefore, we only process your data to third countries which abide to the standard contractual clauses (SSC) which lists the requirements for data protection for third countries from the EU perspective. More information can be found [here](#).

Deletion of data

Your data will be deleted in accordance with the local and EU legal requirements. The requirements imply that the data either shall not be processed anymore due to timely requirements, or the purpose of processing has expired. If the data is not deleted due to security or legal prosecutions, the data shall only be used for the mentioned purposes. If that is the case, your personal data shall not be used for any other purposes.

Contact and enquiry management

On our website you have the option of contacting us via the contact form, e-mail, or telephone. While approaching us we collect certain personal data from you which are necessary in order to answer you. These information entail name, E-Mail address, Telephone number, content data and your company (if applicable).

The context you send us via the above-mentioned methods are used for acquiring the framework of pre-contractual enquiries and therefore fall under the regulation of the Article 6 (1) b GDPR – performance of (pre-) contractual duties. Based on this we only use your personal data to respond to your pre-contractual enquiries and any other question you might have for us. Furthermore, the contact form also falls under the Legitimate interests Art 6 (1) f. – GDPR since we use your personal data to ensure and improve our customer service and communication.

Presence in social networks (social media)

This website contains links to third-party websites ("external links"). These websites are subject to the liability of the respective operators. When the external links were first created, Skyside GmbH checked the external content for any legal violations. At that time, no legal violations were apparent. We have no influence on the current and future design and content of the linked pages. The inclusion of external links does not imply that we adopt the content behind the reference or link as our own. It is not reasonable for us to constantly monitor the external links without concrete indications of legal violations. In the event of knowledge of legal violations, however, such external links will be deleted immediately.

Those third-party websites refer to the social media pages of Skyside GmbH. We use these external websites to communicate with you and to provide you with information regarding our company. We want to inform you that your data on these sites can be processed outside of the EU. This may make it harder for you to enforce your rights.

Additionally, we have to inform that your personal data on these social media platforms might be used for marketing, market research and advertising purposes. For further information regarding the usage of your data on these social media platforms, we refer you to the respective privacy policy of the provider:

- [Instagram](#)
- [LinkedIn](#)
- [Xing](#)

Rights of the data subjects

Based on the GDPR Art. 15 to 21 you as visitor our website you have various rights in regard to your personal data:

- The right to object
 - You have the right to object that we process your personal data, at any time
- The right to withdraw consent:
 - When you want to revoke any consent, you have given us prior, you can revoke it anytime
- The right of information:
 - You have the right to always ask questions on how your personal data is being processed and request a copy of your personal data (in accordance with the GDPR/DSG and TKG) or any other further information you might need regarding your data.
- The right of rectification:
 - In accordance with the law, you have the right to ask that your data can be completed or incorrect data to be corrected.
- The right to erasure:
 - In accordance with the law, you have the right to request that your data can be erased
- The right of restriction of processing:
 - In accordance with the law, you have the right to ask if your data can be restricted by our processing procedures
- The right to data portability:
 - You have the right to receive your data, which you have provided us. Furthermore, you can also ask us, that we transfer your data to another person responsible
- Complain to the supervisory authority:
 - As it will be mentioned in the following chapter, you always have the right to complain to the local supervisory authority. In our case it is the Austrian Authority for the compliance with data protection regulations

Supervisory Authority

If you believe that the processing of your data contravenes data-protection law or your legal claim to protection of your data has been violated in some other way, you can complain to the supervisory authorities. The Data Protection Authority is responsible for this in Austria

Supervisory Authority for the compliance with data protection regulations in Austria:

Österreichische Datenschutzbehörde
Barichgasse 40-42
1030 Wien

Telefon: +43 1 52 152-0

E: dsb@dsb.gv.at

W: <http://www.dsb.gv.at/>

Contact address on data protection law:

Wirtschaftskammer Wien
Service Center
Straße der Wiener Wirtschaft 1
1020 Wien

T: +43 1 514 50 1010

Contact form: <https://www.wko.at/service/w/kontakt-wirtschaftsrecht-gewerberecht.html>

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