



DIAMOND JET

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PRIVACY NOTICE FOR NON-SCHEDULED CHARTER FLIGHTS

1. Preamble

The purpose of this Privacy Notice is to provide you detailed information about how Diamond jet Ltd. process your data if you make bookings with us. This document helps you to better understand how we use your personal data and explains how we collect and use it for and with whom it is shared.

2. Data Controller

Personal data is being processed by **Diamond jet Ltd.** (also referred as "Diamondjet", "Diamond jet", "we", "our", "us" in this document) company located in Repülőtér 0149/23. hrsz., 7530 Kadarkút, Hungary

3. Purpose of processing personal data

We will use your data for the purposes below:

- **Flight booking, payment and communication about your flight:** the processing of your data is necessary for the performance of a Contract for Non-Scheduled Charter Flights, furthermore the fulfilment and execution of the General Terms and Conditions in such relation.
- **Booking of additional services:** Such as transfer services, Board to Board services, Meet and Greet services
- **Securing legal compliance:** to comply with the mandatory provisions of the applicable laws, including accounting, billing, immigration & customs, border police, or aviation related regulations.

4. List of processed personal data

For the purposes outlined above we process the data categories indicated below:

- **Passenger Name Record Data:** Including passenger name, passenger birth date, passenger gender, passenger nationality, passenger travel document details (such as document type, identification number, issuing country, issuance, expiry)
- **Service Communication Data:** Including client and/or passenger name and contact details (such as phone number and e-mail address)
- **Tax and accounting data:** Including personal data related to contracting and invoicing (such as client name, address, phone number, e-mail address)

In certain cases, we also need to process special categories of personal data (**sensitive personal data**), e.g., health related data, for example when you request special assistance from us and/or an airport operator (such as the provision of oxygen), or when you provide us with information about passenger's fitness to fly (for instance if when the passenger is pregnant, or allergy information) for safety reasons.

To process your sensitive personal data, we need to obtain your explicit consent. Where we are required to obtain your explicit consent and you do not provide this, we may not be able to provide you with the requested service(s). If you withdraw your consent or do not provide the consent for the use of your sensitive data, we may not be able to provide all or parts of the services you have requested from us.

Please be aware that if we need to perform a contract between you and us or provide you with our services, we will need your personal data for fulfilment. If you do not provide us with the requested personal data, we will not be able to provide you with all or parts of the services you have requested from us.



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5. Legal basis for processing your personal data

We may process your personal data for the purposes and legal bases indicated below:

- **Passenger Name Record Data:** The processing of your personal data is necessary for the performance of a contract with you under the GDPR Article 6 (1) (b), furthermore we may process your personal data based on our legal obligations pursuant to Article 6 (1) (c) of the GDPR. Retention time is 3 months from the fulfilment of the Charter Contract.
- **Service Communication Data:** The processing of your personal data is necessary for the performance of a contract with you under the GDPR Article 6 (1) (b). Retention time is 3 months from the fulfilment of the Charter Contract.
- **Tax and accounting data:** The processing of your personal data is necessary based on our legal obligations pursuant to Article 6 (1) (c) of the GDPR. Retention time is 8 years from the closing of the financial year.
- **Sensitive personal data:** To process special categories of personal data in general, we rely on your explicit consent under GDPR Article 9 (2) (a). Information is not retained subsequent to the fulfilment of the Charter Contract.

6. Sharing personal data with third parties

We may disclose your personal data to the following categories of third parties (recipients) for the purposes described below:

- **Sub-charterer companies:** Your personal data may be shared with Diamond jet Ltd. (H-7530 Kadarkút, Repülőtér 0149/23. hrsz.) or other sub-charterer company as far as such is necessary to provide the services you have purchased from us.
- **Service Providers:** We engage certain third parties to provide assistance during the performance of the services ordered from us. Such third parties provide the following services: ground handling services at airports, payment processing services, provision of certain services at the airports (transfers, Board to Board, Meet and Greet), accounting firms, law firms.
- **Border police and immigration authorities:** In certain countries, we are required by law to give border control agencies access to booking and travel information. Therefore, any information we hold about you and your travel arrangements may be disclosed to the customs and immigration authorities of your place of departure or your destination or to the local Passenger Information Unit. In addition, applicable laws in certain countries require us to collect passport and associated information for all passengers prior to travel to or from those countries. When required by applicable law, Diamondjet will provide this information to the relevant customs and immigration authorities.

Please be informed that under Directive (EU) 2016/681 of the European Parliament and of the Council of 27 April 2016 on the use of passenger name record (PNR) data for the prevention, detection, investigation and prosecution of terrorist offences and serious crime (and equivalent legislation in the UK if applicable) we are obliged to forward your travel information for the Passenger Information Unit of the Member State where you are travelling to.

7. Transferring personal data to third countries

The transfer of your personal data outside of the European Economic Area (and, in respect of personal data originating in the UK, outside of the UK) is necessary to provide you with a service that you have requested, and your personal data may be accessed by data processors and service providers from countries that do not provide the same level of data protection as provided in the UK/European Economic Area. Diamondjet takes appropriate measures, which in relation to the recipients of your personal data, is necessary to ensure an adequate level of protection as defined by the applicable data protection law, in particular through the application of the Standard Contractual Clauses or by an adequacy decision of the European Commission (or for personal data originating in the UK, an adequacy decision of the UK Secretary of State) which states that the country in which the recipient of the transferred personal data provides an adequate level of data protection.



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If, in relation to data transfers abroad, an adequate level of protection of personal data cannot be ensured, then we shall request your express consent relating to any such data transfers abroad. Please note that such data transfers may be associated with certain risks, particularly that in the country of the data recipient, unauthorized third parties may also have unreasonable access to said data and you may not be able to exercise the rights of the data subject and/or your right to object against acts that may harm your personal data and your right to privacy.

8. Your rights

You are entitled to exercise your rights indicated below:

- **Right of access:** You have a right to ask whether or not we have personal data about you and, if that is the case, request information on what personal data we have. We will also have to respond to questions about inter alia why we are using your personal data, details about what data we have and to whom we have provided access to the data. However, this is not an absolute right and the interests of other individuals may restrict your access rights.
- **Right for rectification:** We are required to rectify inaccurate personal data, or to complete personal data that is incomplete, on request.
- **Right for erasure:** We are in some circumstances required to erase personal data on request by the data subject. Please note that the request for data deletion may be refused under certain circumstances (e.g. in case when processing is necessary for compliance of legal obligation).
- **Right for restricting the processing:** You can request us to suspend the processing of your personal data in the following circumstances:
 - You have contested the accuracy of the personal data, for the period which is necessary to verify the data accuracy;
 - If you objected the processing, but we need to verify whether we have overriding legitimate interest to use it;
 - if your personal data were processed unlawfully, but you do not want us to erase it;
 - if we no longer required to retrain your personal data but you want us to keep it so you can exercise legal claims.
- **Right for data portability:** You may have the right to receive your personal data to which we have access, in a structured, commonly used and machine-readable format and such persons may then have a right to transmit those data to another entity without hindrance from us.
- **Right to object:** You have the right to object the processing of your personal data for any reason relating to your situation, and in this case, we may not be able to process your personal information. If you have the right to object and the exercise of this right is justified, your personal data in concern will not be further processed for the purposes of the objection.
- **Right to withdraw consent:** When the processing of your personal data is based on your consent, you can withdraw your consent at any time without giving any reason to us. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.

Shall you wish to exercise your data protection related rights, please contact us via info@diamondjet.eu

9. Data Protection Authority

If you consider that your privacy and data protection rights have been infringed, you may contact the competent data protection authority. You can also contact the competent data protection regulatory authority located in the European Union's relevant Member State where your habitual residence, place of work or place of the alleged infringement is.
