

PERSONAL DATA PROTECTION POLICY FOR KONČAR D&ST BUSINESS PARTNERS

This Policy has been prepared in accordance with the General Data Protection Regulation (EU) 2016/679 and Internal Act on Protection of Personal Data no. PU-DST- P42. This Policy sets out how Končar D&ST collects, uses and protects the personal data of its business partners, customers and prospective customers. Processing of personal data addressed herein is based on Article 6(1)(a)(b)(c) of the General Data Protection Regulation (EU) 2016/679.

1. PERSONAL DATA

Končar D&ST may process the following categories of personal data:

- Contact information, such as full name, work address, work telephone number, work mobile phone number, work fax number and work email address;
- Payment data, such as data necessary for processing payments and fraud prevention, including credit/debit card numbers, security code numbers and other related billing information;
- Further information necessarily processed in a project or contractual relationship with Končar D&ST or voluntarily provided by the business partner.

2. PURPOSE OF PROCESSING

Končar D&ST may process personal data for the following purposes:

- to communicate with business partners about products, services and projects of Končar D&ST or business partners;
- to respond to inquiries or requests of business partners;
- to plan, perform and manage the relationship with business partners;
- to perform transactions and orders of products or services;
- to process payments, perform accounting, auditing, billing and collection activities;
- to arrange shipments and deliveries;
- to perform repairs and provide support services;
- to perform promotional activities;
- to ensure compliance with legal obligations.

3. PRINCIPLES OF PERSONAL DATA PROCESSING

Personal data shall be:

- processed lawfully, fairly and in a transparent manner in relation to the data subject;
- collected for specified, explicit and legitimate purposes;
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
- accurate and, where necessary, kept up to date;
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed;
- processed in a manner that ensures appropriate security of the personal data.

4. SECURITY OF PERSONAL DATA

Business partners' personal data provided to Končar D&ST or obtained by Končar D&ST shall be kept secured by Končar D&ST through reasonable and appropriate administrative and security measures to prevent any unauthorized or unlawful processing, loss of or damage to business partners' personal data. Should despite security measures a security breach occur that is likely to result in a risk to the data privacy of business partners, we will inform the relevant business partner and other affected parties, as well as relevant authorities when required by applicable data protection law, about the security breach as soon as reasonably possible.

5. TRANSFER OF PERSONAL DATA

Končar D&ST only shares personal data within its organization if and as far as necessary for the purposes specified in this Policy. Končar D&ST employees processing personal data are bound to confidentiality. If legally permitted to do so, Končar D&ST may transfer personal data to courts, law enforcement authorities, regulators or attorneys if necessary to comply with the law or for the establishment, exercise or defence of legal claims. Končar D&ST may use service providers (data processors), which only act upon instructions of Končar D&ST and are contractually bound to act in compliance with applicable data protection law.

6. RETENTION PERIOD AND CONSENT WITHDRAWAL

Personal data will be erased when the retention of personal data is no longer necessary with respect to the purpose for which they were processed, unless further retention is imposed by applicable legal, regulatory or accounting requirements. Where personal data have been processed on the basis of consent, business partner has the right to withdraw the consent at any time, in which case Končar D&ST may only process personal data where there is another legal ground for processing.

7. INFORMATION AND ACCESS TO PERSONAL DATA

Under conditions provided by the General Data Protection Regulation (EU) 2016/679, business partner has the right to:

- obtain from Končar D&ST information on whether business partner's personal data are being processed;
- access to business partner's personal data processed by Končar D&ST;
- rectification of inaccurate business partner's personal data processed by Končar D&ST;
- erasure of business partner's personal data processed by Končar D&ST;
- restriction of processing of business partner's personal data processed by Končar D&ST.

8. CONTACT

In case of any questions or complaints with respect to personal data privacy, please contact us by e-mail at: info@koncar-dst.hr.

In Zagreb, 15 January 2024




Vanja Burul
President of the Management Board

