

## Data Privacy Policy

**Dear Users,**

You are kindly requested to read the following information:

### **Data protection**

Protection of personal data delivered to us is of high importance to HIP-Petrohemija a.d. Pancevo. The data our Company receives through the internet are protected in the same way as those received in any other way.

HIP-Petrohemija a.d. Pancevo (HIP-Petrohemija in further text) processes the required data of persons who give their consent for such processing for clearly defined purposes in a manner permitted by the law so that persons whom the data refer to are neither determined nor determinable even after the purpose of processing has been reached, all to the extent depending on the purpose of processing.

Data which are processed have to be true and complete and based on authentic sources which are not out of date.

### **Information about data collection and processing**

Before data collection, HIP-Petrohemija informs the person whom the data refer to about the following:

- that the person responsible for data collection is HIP-Petrohemija a.d. Pancevo, Pancevo, Spoljnostarcevacka 82;
- that the purpose of data collection and processing is to enable operation of purchasing and bidding procedures as presented on [www.hip-petrohemija.com](http://www.hip-petrohemija.com) as well as to keep the internet service members safe;
- that collected data will be used in a manner which enables identification of persons participating in purchasing and bidding procedures all in accordance with good business practice, business secret confidentiality, and the laws;

- that the only persons who will use the data are the persons employed with HIP-Petrohemija, who are authorized to use the subject data, and the state bodies who have right to use the data by the law and/or court decrees;
- that revealing personal data is will free action, and whoever does not want to use purchasing and bidding services as on the site [www.hip-petrohemija.com](http://www.hip-petrohemija.com) is not obliged to fill in the data required, however filling in the required data is a condition for participating in purchasing and bidding procedures;
- that a person who has given the consent for data collecting and processing may at any time with no explanation at all withdraw such a consent, the only legal consequences being discontinuance of using these services, and all further data collection from the person who has withdrawn the consent shall be terminated;
- that in the case of unpermitted data processing, persons have the right to personal data protection as well as any other right in accordance with the law. In the case HIP-Petrohemija intends to use the data obtained for some other purposes, different from the purpose of this data collection, HIP-Petrohemija a.d. Pancevo – under restructuring shall inform the data submitter about that in order to preliminary provide consent for such a purpose, leaving a possibility that you may withdraw it at any time.

HIP-Petrohemija will not transfer any personal data available to it to any third party without previous consent of the person giving data, unless such a transfer is predicted by legal regulations.

HIP-Petrohemija treats as confidential all the data about persons, their personal data, as well as the data about their relation with HIP-Petrohemija.

### **Data records**

Based on your free will given consent, HIP-Petrohemija, for the purposes as stated above, collects the data about physical and legal persons required for registration which will enable your participation in bidding procedures, public sales and receiving news via e-mail.

### **Safety of data processing**

In order to prevent unauthorized use or misuse of personal data available to it, HIP-Petrohemija undertakes extensive technical and operational safety measures. These safety measures are regularly checked and improved to get in line with up-to-date technological innovations.