

## **NOTICE ON THE PROCESSING OF PERSONAL DATA OF VISITORS TO FORTENOVA GRUPA d.d. THROUGH VIDEO SURVEILLANCE AND ACCESS CONTROL**

With this notice on the processing of personal data, we inform you about the purposes, method of processing and protection of your personal data processed by means of video surveillance and access control, as well as about your rights in relation to the processing of your personal data.

### **Who are we?**

Your personal data is collected and processed **by FORTENOVA GRUPA d.d.** with its registered office in Zagreb, Ulica Marijana Čavića 1, OIB: 88035992407, in the capacity of the controller (hereinafter: "**Fortenova grupa**" or "**we**").

### **Who can you contact with data protection queries?**

We have appointed a Personal Data Protection Officer, to whom you can contact with your questions, remarks, requests or complaints via e-mail: [zastita.podataka@fortenovagrupa.hr](mailto:zastita.podataka@fortenovagrupa.hr) or by sending a letter to Fortenova Group's address.

### **Why do we process your personal data through video surveillance and access control?**

The processing of your personal data through video surveillance of the parking lot, entrance to the building and corridors of the building and access control to the business premises of the building is carried out for the purpose of controlling entry and exit from the work premises and business premises and in order to reduce the exposure of workers to the risk of robbery, burglary, violence, theft and similar events at work or in connection with work.

The processing is carried out for the purpose of effective protection and insurance of people, property, personal data, company premises, devices, machinery, vehicles and other property in the official premises under the supervision and ownership of Fortenova Group, prevention of unlawful actions and determination of liability towards third parties or the liability of third parties towards Fortenova Group.

### **What personal data do we collect and process about you?**

The identification data of the data subject (name and surname) and video recordings of the data subject (facial and body contours) constitute the basic personal data that Fortenova Group processes for the purpose mentioned above. This personal data will be made available to Fortenova Group and to authorized persons designated by Fortenova Group, in particular certain Fortenova Group employees and external security service providers.

### **How long do we keep your personal data?**

We keep your personal data obtained through this processing for a period of 6 months. However, video recordings may be kept longer if they provide evidence of harm and/or crime, if they can contribute to the identification of the perpetrator, witness or injured party or victim of crime or, in general, if processing is necessary for the establishment, or defence of legal claims.

### **How do we protect your data?**

We have ensured that your personal data is processed and used in accordance with applicable regulations and standards of practice, and all possible risks are taken into account with due care. We implement appropriate technical, physical and organizational measures to protect personal data from security risks such as accidental, unauthorized, unlawful or other unwanted access to data and ensure an adequate level of protection appropriate to the risks of processing. We have entered into data processing agreements with processors, such as third-party security service providers, which set out the rights and obligations of processors and measures to protect your data.

### **Who has access to your personal data?**

Your data is stored on a secure server infrastructure of a service provider in the EU, to which access is restricted from the outside. Only persons authorised to maintain the infrastructure have access to the infrastructure, while only authorised persons specifically authorised to collect, process and use certain personal data in the course of their job duties have access to your personal data. We have entered into agreements with an external provider of security and video surveillance services to ensure appropriate technical and organizational measures to protect your personal data.

### **What are your rights and how can you exercise them?**

As part of the protection of personal data, you have the following rights:

1. **the right to access your personal data**, i.e. the right to request confirmation as to whether your personal data is being processed and, if such data is processed, the right to request access to and information about the processing and a copy of the personal data being processed;
2. **the right to rectification of inaccurate and incomplete data**;
3. **the right to erasure of personal data**, in particular if such data are no longer necessary in relation to the purposes for which they were collected, if they have been unlawfully processed, if there is an obligation to erase them in order to comply with legal obligations, or if you have withdrawn your consent;
4. **the right to restrict the processing of personal data**, in particular if you contest the accuracy of the data collected, if the data has been unlawfully processed and you oppose the deletion of the data, if the collected data are no longer necessary for the purposes of the processing and if you have objected to the processing of the data;
5. **the right to data portability**;
6. **the right to object to the processing of your personal data**;
7. **the right to lodge a complaint with the Personal Data Protection Agency.**

### **Where can you find more detailed information?**

You can request more information about how we process personal data and protect data privacy from our Data Protection Officer by e-mail: [zastita.podataka@fortenovagrupa.hr](mailto:zastita.podataka@fortenovagrupa.hr) or by sending a letter to Fortenova Group's address.