



Enclosure 4

INFORMATION AND AGREEMENT FOR PERSONAL DATA PROCESSING

In accordance with the Law on Personal Data Protection (the Official Gazette of the Republic of Serbia – 97/2008), please be advised as follows:

HOW AND FOR WHICH PURPOSES WILL PERSONAL DATA BE USED:

The processing and use of personal data will be done by the competent department of Industrial Security in the aim of permitting entry and performance of works and services on the FAS – Free Zone sites.

THE OBLIGATION OF GIVING PERSONAL DATA

The collection and processing of personal data can only be done with the agreement of the individual for whom an application is made for an entry permit to the FAS- Free Zone sites in the aim of performing works and other services. If such individual does not wish to give his personal data or revokes the previously issued agreement, this may lead to refusal of permission to enter and perform works and provide services on the FAS – Free Zone sites.

THE PERSON IN CHARGE OF THE COLLECTION AND PROCESSING OF PERSONAL DATA

The authorized entity for the collection and processing of such data is Office for External Companies within the Industrial Security.

TIME OF KEEPING PERSONAL DATA

The personal data will be kept in the files for 12 (twelve) months for the preceding year.

RIGHTS AND LIMITATIONS OF INDIVIDUALS IN ACCORDANCE WITH THE LAW ON PERSONAL DATA PROTECTION

Individuals have the following rights in accordance with the Law on Personal Data Protection (The Official Gazette of the Republic of Serbia – 97/2008):

The right to be informed about the processing in accordance with article 19 of the Law:

An individual has the right to request to be correctly and fully advised by the application processor about:

- 1) whether the application processor is processing data about him and which processing operation is he doing;
- 2) which data on him is he processing;
- 3) from whom have the data on him been collected, i.e. who is the source of the data;
- 4) for which purposes are the data on him being processed;
- 5) on which legal grounds are the data on him being processed,
- 6) in which sets of data are data on him included;
- 7) who are the users of the data on him;
- 8) which data, i.e. which kinds of data on him are being used;
- 9) for which purposes are the data on him being used;
- 10) on which legal grounds is he using the data on him;
- 11) to whom are the data conveyed;
- 12) which data are conveyed;
- 13) for which purposes are the data conveyed;
- 14) on which legal grounds are the data conveyed;
- 15) in which time period are the data processed.



The right to insight in accordance with article 20 of the Law:

An individual has a right to request from the application processor to get an insight to data related to him.

The right to insight into data related to him covers the right to inspect, read and hear the data and also to make notes.

The right to a copy in accordance with article 21 of the Law:

An individual has a right to request a copy of the data related to him from the application processor.

The application processor issues a copy of the data (photocopy, audio copy, video copy, digital copy etc.) in the form in which the data are, i.e. in another form, in case that the form in which the data are, is not understandable for the individual.

Individuals are to bear themselves the respective costs for making and submission of the copies of data.

The rights of the individuals with respect to the obtained insight in accordance with article 22 of the Law:

An individual has a right to request correction, supplementation, updating, deletion of data, as well as discontinuation and temporary suspension of processing from the application processor.

An individual has a right to deletion of data if:

- 1) the purpose of the processing has not been clearly defined;
- 2) the purpose of data processing has been changed, and requirements for processing for such changed purpose have not been satisfied;
- 3) the purpose of processing has been fulfilled, i.e. the data are no longer required for the fulfillment of the purpose;
- 4) the manner of processing is not allowed;
- 5) a piece of data belongs to the category and kind of data the proportion of which is not proportionate to the purpose;
- 6) a piece of data is incorrect, and cannot be replaced by a correct one just by correction;
- 7) a piece of data is processed without consent or authorization based on the law and in other cases when processing cannot be performed in accordance with the provisions of the respective law.

Any individual has a right to discontinuance or temporary suspension of processing, if he disputes the correctness, completeness and updatedness of data, as well as a right to have these data marked as disputed, until their correctness, completeness and updatedness is determined.

LIMITATION OF RIGHTS IN ACCORDANCE WITH ARTICLE 23 OF THE LAW:

The right to information, insight and copy may be limited if:

- 1) an individual requires information from article 19 item 2) and 7) up to 10) of this law, and the application processor has entered the data on him into the public register or has made them available to the public in another way;
- 2) an individual abuses his right to information, insight and copy;
- 3) the application processor or someone else, in accordance with article 15 of the subject law, has already acquainted the individual with what he is requesting to be informed about, i.e. if the individual has had insight or has received a copy, and no change has occurred in the meantime in the data;
- 4) the application processor should be disabled to perform the tasks within his scope of responsibilities;
- 5) the provision of the data would seriously endanger the interests of the national and public security, national defence, or operations related to prevention, detection, investigation and prosecution of criminal acts;



6) the provision of information would seriously endanger important national economic or financial interests;

7) by provision of information on some piece of data it would be made available, whereas the law, other regulations or acts based on the law, require it to be kept as confidential, and which, if disclosed, could cause serious consequences related to the interest protected by the law;

8) provision of information would seriously endanger the privacy or important interest of individuals, particularly life, health and physical integrity;

9) data on him are used exclusively for scientific research and statistical purposes, until such use lasts.

Individuals do not have a right to insight until the suspension of processing lasts, if the processing has been suspended by their request.

Signature

A handwritten signature in blue ink, appearing to read "F. Adel", written over a horizontal line.