

Information according to Art. 13 resp. Art. 14

In accordance with the General Data Protection Regulation (GDPR), the data subject whose personal data is processed by a processor has the right to receive information on the processing activities in question.

Europapier Hercegtisak d.o.o. informs according to the GDPR as follows:

Controller	Europapier Hercegtisak d.o.o.
Address	Varaždinska 2a, 88220 Široki Brijeg, Bosnia-Herzegovina
Management Represented by	Marina Cigic
Data Protection Officer / Coordinator	Kemal Hadzidedic

The list below lists all the processing activities with the relevant information details that the company carries out in an automated manner in relation to the personal data of data subjects.

Within the framework of the obligation to provide information laid down by the GDPR, we explicitly draw attention to the rights of data subjects by the processing of their personal data as follows:

Access to personal data:

Art. 15 of the GDPR stipulates that a data subject has the right to request confirmation from the controller that he or she is processing personal data relating to him or her. If this is the case, the data subject has the right to be informed about the nature and content of the processing of personal data.

Right to rectify:

Art. 16 of the GDPR stipulates that the data subject has the right to demand immediate correction from the controller of any incorrect personal data concerning him/her. Taking into account the purposes of processing, the data subject has the right to request the completion of incomplete personal data, including by means of a supplementary declaration.

Right to erase:

Art. 17 GDPR gives the data subject the right to demand that the data subject's personal data be deleted immediately. The controller is obliged to delete personal data immediately, unless there are legitimate reasons to the contrary.

Right to restrict processing:

Art. 18 GDPR grants the data subject the right to restrict processing. The person shall have the right to demand that the controller restrict the processing of his data, unless there are legitimate grounds to the contrary.

Right to data portability:

Art. 20 GDPR grants the data subject the right of data portability. The person has the right to request from the controller the personal data provided to him/her in a structured, common and machine-readable format. He/she also has the right to transmit this data to another controller without hindrance by the controller to whom the personal data have been provided, unless there are legitimate reasons to the contrary.

Withdraw of the consent:

Art. 7 GDPR grants the data subject the right to withdraw consent, provided that these have been given and the processing is not carried out from other legally established bases.

Right to object:

Art. 21 GDPR grants the data subject the right to object to the processing of personal data relating to him/her on the basis of processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller or processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.

Right to lodge a complaint with a supervisory authority:

In accordance with the obligation to inform within the framework of GDPR, it is pointed out that the data subject, whose data are processed by a controller, has a right of to lodge a complaint with a supervisory authority.

Existence of automated decision making (e. g. profiling):

Art. 22 GDPR grants a data subject the right not to be subject to a decision - which may include a measure - on the assessment of personal aspects relating to the data subject, which is based solely on automated processing and which has a legal effect on the data subject or which, in a similar way, has a material adverse effect on the data subject.

Restricted List of Processing Activities

According to Art. 13 and 14 GDPR, the following information on the processing activities used is provided in the Restricted List of Processing Activities (controller's obligation to provide information).

EPBA Customer

Taking into account the protection of third party rights, we provide Information about the following personal data concerning you. We carry out the following processing activities for the role of the group of data subjects that concerns you:

EPBA Christmas Cards Administration

Purpose of Processing	Keeping good bussiness relationships
Profiling	☐
Profiling Logic	
Internal Recipient	

Categories of personal data

EPBA Christmas Cards Administrations

Description	Data fields: Company Address, E-mail, Name, Telephon nr.
Storage Period	Until end of bussiness relationship with the customer + 10 years (according to local bussiness law)
Data Source	Data subject has provided the data him/herself
Art 9 / Art 10	☐

EPBA Customer Contact Management

Purpose of Processing	Regular bussiness corespondence with the customer
Profiling	☐
Profiling Logic	
Internal Recipient	

Categories of personal data

EPBA Customer Contact Management

Description	Data fields: Name, Address, Function, E-mail, Telephone nr.
Storage Period	Until end of bussiness relationship with the customer + 10 years (according to local bussiness law)
Data Source	Data subject has provided the data him/herself, Company register, Public record, Internet
Art 9 / Art 10	☐

EPBA Sales Visit Reports

Purpose of Processing	Documentation of customer or potential customer visit
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Profiling ☐

Profiling Logic

Internal Recipient

Categories of personal data

EPBA Visit Report System

Description	Data fields: company address, company name, name, function, email, telephone nr.
Storage Period	Until end of bussiness relationship with the customer + 10 years (according to local bussiness law)
Data Source	Data subject has provided the data him/herself, Company register, Public record, Internet
Art 9 / Art 10	☐

EPBA Webshop Customer Registration

Purpose of Processing Webshop customer registration process

Profiling ☐

Profiling Logic

Internal Recipient

Categories of personal data

EPBA Webshop System

Description	Data fields: Name, Email, Company Address, Company Name, Telephone nr.
Storage Period	Until end of bussiness relationship with the customer + 10 years (according to local bussiness law)
Data Source	Data subject has provided the data him/herself
Art 9 / Art 10	☐

EPBA Webshop Order Processing

Purpose of Processing Webshop customer ordering process

Profiling ☐

Profiling Logic

Internal Recipient

Categories of personal data

EPBA Webshop System

Description	Data fields: Name, Email, Company Address, Company Name, Telephone nr.
Storage Period	Until end of bussiness relationship with the customer + 10 years (according to local bussiness law)

Data Source	Data subject has provided the data him/herself
Art 9 / Art 10	☐



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