

Number: I-231

Novi Sad, August 21, 2019

Based on Article 41 of the Law on Personal Data Protection and Article 221 of the Law on Companies, M&I Systems, Co. d.o.o., Novi Sad, 16, Bulevar vojvode Stepe, represented by Vladan Balaban, adopted the following:

DECISION ON CUSTOMER AND ASSOCIATE PERSONAL DATA PROCESSING

M&I Systems Co. d.o.o., as the personal data processor, guarantees the confidentiality of the personal data of all respondents, which will be collected only to the extent necessary for exercising the rights and obligations of the respondents, performing the requested service and other contractual relations, and will protect the data adequately from destruction, loss, unauthorized modification, access, and any misuse. (Confidentiality Statement)

We collect and process only the necessary data of our customers for the provision of the above services, as follows:

No.	DATA	LEGAL BASIS FOR PROCESSING
1	NAME AND SURNAME/COMPANY NAME	Agreement
2	TIN/PIN	Agreement
3	BILLING ADDRESS	Agreement
4	E-MAIL	Agreement
5	MOBILE PHONE NUMBER	Agreement
6	CURRENT ACCOUNT NUMBER (for associates only)	Agreement

Purpose of processing

We only collect personal data necessary to fulfill our contractual and legal obligations:

Collection of receivables, use of software solutions, use of databases, and other legally defined activities resulting from the performance of activities regulated by law.

Other recipients

Tax Administration, and others to whom we submit data following the regulations.

Retention periods

We keep data as long as the legality of data processing exists, i.e., as long as there is a legal basis for data processing, in compliance with Article 12 of the Law on Personal Data Protection.

Rights related to personal data processing and submission of requests or objections

All rights related to the collection and processing of your personal data may be exercised through the form "Respondent's request for the right of access, rectification, modification, amendment, restriction of collection, data portability and objection" for the data that are collected, available on Alfresco, or in a physical form in the HR Department.

You may submit the request for the exercise of rights under the protection of personal data to the Department for Personal Data Protection or the Human Resources Department



M&I SYSTEMS
GROUP