

## STATEMENT ON PERSONAL DATA PROTECTION

This Statement on Personal Data Protection for the Public Institution Pula Film Festival is in force as of 25 May 2018.

Public Institution Pula Film Festival will treat your personal data in compliance with the Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, national regulations on personal data protection through the implementation of appropriate technical and safety measures of personal data protection from unauthorised access, abuse, disclosure, loss or destruction.

### 1 Basic information

This Statement describes the data we collect, the way in which we process the data, and the purpose for which the data is used, as well as your rights relating to your data.

Public Institution Pula Film Festival is responsible for the processing of data.

The Data Protection Officer is available via e-mail: [pff@pulafilmfestival.hr](mailto:pff@pulafilmfestival.hr)

If we are using the services of external service providers for the processing of your data, this is processing (of personal data) as per order, and in that case we are also responsible for the protection of your personal data.

### 2 Categories of personal data we process

We use the following personal data, which you have provided to us or which we have obtained from publicly accessible sources or which have been provided by other public bodies as part of performing their tasks:

- a) Registration data, such as name and surname, address, personal identification number and the master citizen number,
- b) Data on the address, for example, place of residence, contact address,
- c) Contact details, for example, telephone or mobile number, e-mail address
- d) Other data, for example, video, photographs, date of arrival and departure, employer, institution you represent, address of the institution you represent, education details, previous employment details, years of employment, company function, bank name, giro account number, etc.

### 3 How and why we process your personal data

All types of your personal data are processed for the following purposes: accreditations for Pula Film Festival, identification of participants, registering volunteers, registering participants, meeting legal requirements, entering employment contracts, sending newsletters, issuing passes, purchase of tickets, registering free tickets, organising prize draws, records from employment, performing contracts via order forms, unobstructed access across programme venues, realisation of the programme, organisation of the programme, refunding travel costs, follow-up and participation in the programme, presenting of awards.

The processing of data is based on:

- a) Legal obligations,
- b) Performance of contracts and actions preceding the entering into contracts,
- c) Legitimate interest,
- d) Your consent.

Storage period

Your personal data is in principle erased once all legal obligations relating to storing personal data expire.

Consent management

You can revoke your consent for communication at any time. Also, you can make a complaint relating to our processing of your personal data at any time.

You can make changes to your consent by sending a written request to Public Institution Pula Film Festival, Ušpon na Kaštel 2, 52100 Pula, Croatia, or e-mailing it to: [pff@pulafilmfestival.hr](mailto:pff@pulafilmfestival.hr).

Should you cancel your consent, your data will no longer be used for the said purposes.

Should you wish to provide consent again, you can do so at any time.

In case of processing your personal data which does not require consent, but is necessary for entering into a contract with us or for the performance of a contract or due to obligations stipulated by law, if you do not provide your data, we will not be able to meet our contractual obligations to you, nor will we be able to enter into a contract with you.

Withdrawing of consent does not affect the lawfulness of processing based on consent before its withdrawal.

#### **4 User rights**

- a) Right to access data and information on the processing of personal data, or whether or not your personal data is being processed by the controller.
- b) Right to rectification: If we are processing your personal data that is incomplete or incorrect, you can ask that we correct or complete the data at any time.
- c) Right to erasure: You can ask us to erase your personal data if we have processed them in an unlawful way or if the processing represents a disproportionate interference with your protected interests. Please take into consideration that there are reasons preventing erasure without undue delay, for example, legally proscribed obligation of archiving.
- d) Right to restriction of processing: You can ask for a restriction of processing of your personal data at any time if you contest the accuracy of the data for a period enabling us to verify the accuracy of the personal data; if the processing of the data is unlawful and you oppose erasure and request the restriction of their use instead; if we no longer need the data for the purposes of processing, but we still require the data to meet legal obligations; or if you have objected to the processing of the data.
- e) Right to data portability: You can request that we submit the data you have provided to us for the purpose of archiving in a structured, commonly used and machine-readable format where: the processing is based on consent you have provided, which you can revoke; or for the performance of our contract; and if the processing is carried out by automated means.
- f) Right to object: If we distribute your personal data for the performance of a task carried out in the public interest or in the exercise of official authority or for the purposes of the legitimate interests, you can object to such processing of your data if there is an interest to protect your data.
- g) Right to complaints: Should you think that in processing your personal data we have violated Croatian or European regulations on data protection, please contact us so that we can resolve any issues. Of course, you have the right to file a complaint with the Croatian Personal Data Protection Agency, or with another authority that will take over the Agency's competence in case of changes to applicable regulations, and as of 25 May 2018 with the supervisory authority within the EU.
- h) Exercise of rights: if you wish to exercise any of the above rights, contact us using the contact details from Item 1 of this Statement.
- i) Confirmation of identity: In case we have reasonable doubts we may ask the provision of additional information to confirm your identity. This serves the purpose of protecting your rights and the private sphere.
- j) Abuse of rights: If you are to use any of your rights too frequently and with the obvious purpose of abuse, we may charge an administrative fee or refuse to process your request.

#### **5 Transfer of personal data to third countries**

Transfer of personal data to third countries (non-EU countries) is done only if it necessary due to:

- legal obligation, or
- your explicit consent.

#### **6 Transfer of data to third persons**

We are obliged to keep your personal data and we shall not communicate or make them available to third persons, other than in the following cases:

- if you give explicit consent, in writing, to communicate confidential data for a specific purpose or to a specific person
- upon written request by a court of public notary, if the data is needed for the performance of tasks carried out as per the law (for example, implementation of enforcement, bankruptcy, succession proceedings or other legal property proceedings)
- if you request from the State Attorney's Office, in writing, or the State Attorney's Office orders the Ministry of Interior to collect data in a pre-investigation procedure, or the data is requested by the court for the determining of facts in criminal proceedings or preliminary ruling procedure
- if the data is necessary to the Social Welfare Centre within its statutory powers
- if the data is necessary to the Ministry of Finance or tax authorities (Tax Administration and Customs Administration) in the procedure they are carrying out within their statutory powers
- if the data is needed for the carrying out of contractual obligations towards you, as well as performance of our legal obligations
- in other cases stipulated by law.

We have carried out all technical and organisational measures to protect your personal data from loss, changes or access by a third party. In case you have any questions, feel free to contact us. We will respond to your requests, inquiries and dilemmas as soon as possible, and we will assist you in exercising your rights.

Any changes relating to our policy of personal data protection will be published in the statement on personal data protection on our website, and you will be notified of any such changes in an appropriate manner.