



**PRIVACY NOTICE
FOR PARTICIPANTS OF TRAINING AND EVENTS ORGANIZED BY DBNM JSC
SKOPJE**

The Law on Personal Data Protection regulates the protection of personal data as the basic rights and freedoms of citizens, and especially the right to privacy in connection with the personal data processing, personal data processing confidentiality and protection, the transfer of personal data to other countries and disclosing personal data to third parties.

This Privacy Notice refers to the processing of your personal data by the Development Bank of North Macedonia AD Skopje, as well as to your rights.

Development Bank of North Macedonia JSC Skopje devotes considerable attention to personal data protection in all its business processes, implementing the standards set by the regulations for personal data protection in the Republic of North Macedonia and the established internal documentation in the bank.

BASIC INFORMATION

Data Controller: Development Bank of North Macedonia JSC Skopje (DBNM)

Headquarters: 26 Dimitrie Chupovski Str., 1000 Skopje

VAT Nr.: 4030998350604

Registered ID number: 5240425

Phone number: 02/3115-844

www.mbdp.com.mk

e-mail: info@mbdp.com.mk

Below is general information about how DBNM uses your personal data when you attend events organized by DBNM.

COLLECTION OF PERSONAL DATA BY THE CONTROLLER

The personal data collected by DBNM in the role of Controller, which are further subject to processing, are processed in accordance with the regulations governing the area of personal data protection.

We collect your personal data when:

- you confirm attendance at an event organized by the bank,
- you are a participant in an event organized by the bank,

PURPOSE AND LEGAL BASIS FOR COLLECTION AND PROCESSING OF PERSONAL DATA

The purpose of processing personal data is organizing and managing DBNM events (meetings, training, conferences and other events) in terms of performing its tasks, as well as:

- Registration of persons interested in participating in the event;
- Management of the lists of invitations and participants;
- Transportation management for participants (eg from/to the airport to/from the venue);
- Management of the control of access to the place of the event;
- Delivery of information, reports, publications and other documents about the event to invited and registered participants;
- Organizing activities after the event;
- Sharing event content (eg audiovisual recording or live streaming) through communication channels (eg social media and websites) and internal broadcasting platforms.

Personal data is processed in accordance with the provisions of the Law on Personal Data Protection, especially Article 10 paragraph (1) line 1, which regulates the consent of the person to the processing of his personal data.

CATEGORIES OF PERSONAL DATA WE COLLECT

The information requested from you serves exclusively to process your application for conferences and events organized by DBNM and is intended for the administration of DBNM.

Before and during these events, DBNM may process:

Contact information of the participants registered at the event: name and surname, workplace, institution/company, e-mail, phone number and other information relevant to the organization of the event;

Photographs, audio or video recording and webcasting of speakers, participants or organizers, as well as written correspondence between meeting participants (chat function during video conference).

TRANSFER OF PERSONAL DATA

We do not share your data with third parties, except in the following cases:

1. In the case of hiring service providers - processors of personal data who are obliged to act according to the instructions of DBNM and to ensure adequate protection of personal data during the provision of those services,
2. At the request of the court, the Ministry of Interior or other authorities and bodies for the exercise of their competencies, if there is a legal obligation.

WHO HAS ACCESS TO YOUR PERSONAL DATA

The processing of personal data is performed by authorized persons employed by DBNM.

Only DBNM and its agents in charge of organizing the events and the hotels it cooperates with, have access to your personal data.

DBNM may use the photos, audio or video recordings from the events for public information, as well as for their publication on the DBNM website.

MEASURES FOR THE PROTECTION OF PERSONAL DATA

The operation and actions of DBNM in relation to the protection of personal data of participants in training and events organized by DBNM are fully compliant with the regulations for the protection of personal data in the RNM. This implies a fully implemented system of technical and organizational measures for confidentiality and protection of personal data processing, such as:

- strict security procedures are applied to reduce the risk of breaching the security of personal data such as unauthorized disclosure, unauthorized access to the personal data of natural persons, and other security incidents;
- the equipment/premises where personal data is stored is located in a secure environment with limited physical access;
- firewalls, strong passwords, anti-virus programs, and other measures to protect personal data (eg encryption and pseudonymization) are used;
- only authorized persons have access to personal data within the DBNM, and the authorizations are regulated in accordance with the work processes in the bank;
- DBNM employees are committed to ensuring confidentiality;
- DBNM conducts regular training about the protection of personal data for employees, which ensures a satisfactory level of awareness within the organization.

STORAGE TIME OF PERSONAL DATA

Personal data are processed in accordance with the provisions of the Law on Personal Data Protection. The data we collect is stored in accordance with the law, that is, in accordance with the List of documentary material with terms of its storage.

According to the assessment of the DBNM archive, some data may be kept for a longer period exclusively for the purposes of archiving in the public interest, for scientific or historical-research purposes in accordance with Article 86 paragraph (1) of the Law on Protection of Personal Data.

RIGHTS OF PERSONAL DATA SUBJECTS

DBNM will process your personal data, photos and audio or video recordings only with your consent.

If you have given consent to DBNM for the processing of your personal data, you have the right to withdraw the consent at any time, without this affecting the legality of the processing which was based on the consent before it was withdrawn.

Your rights:

- Right to be informed and have access to personal data,
- Right to rectification,
- Right to erasure (“right to be forgotten”),
- Right to restriction of processing,
- Right to data portability,
- Right to object and automated individual decision-making, including profiling,
- Right to withdraw consent.

The subject of personal data may, at his/her request, receive information about:

- whether personal data are collected from the data subject;
- which categories of personal data are processed;
- the purposes of the processing for which the personal data are intended as well as the legal basis for the processing;
- recipients or categories of recipients of the personal data;
- sources of personal data;
- the period for which the personal data will be stored;
- whether personal data is transferred to a third country or international organization.

To exercise your rights, you can submit a request in person or through a proxy. The form is available at the following link:

- [Request to exercise the subject's rights to personal data](#)
- [Power of attorney](#)

OTHER INFORMATION

If you have any questions, remarks, or comments regarding this Privacy Notice, you can direct them to the [Personal Data Protection Officer](#) of DBNM.