

Privacy Statement

Gredičak-plast, owner Katarina Gredičak, has prepared this *Privacy Statement* to inform all our buyers, clients, users of our products and services, but also our suppliers of goods and services, business partners and associates about our Privacy Policy. The protection of your personal data is an important concern for us. **Contact us for all information and complaints concerning Your privacy:**

Contact person: **Katarina Gredičak**

Telephone: **00385 49 282 952**

E-mail: info@gredicak-plast.hr

Address: **Gredičak-plast, Zagrebačka 12a, HR-49244 Stubičke Toplice, Croatia**

Please read carefully this *Privacy Statement*, to find out how do we collect Your personal data, what we do with it, for what purposes and on what legal basis this is done, and particularly about rights and claims associated with it for You.

Your right is to control if and in what way we collect and use Your personal data

You have the right of access to Your personal data, right to rectification, right to erasure, right to restriction of processing, right to data portability, right to make complaints and objections to us or to *AZOP – Croatian Personal Data Protection Agency*.

- **Right to access Your personal data.** You have the right to a copy of all Your personal data in our possession. Except right to access, You have the right to information about collection and usage of Your personal data, purpose and legal basis for collection and usage, information about third parties that have access to Your personal data and the source of Your personal data if they are not provided by You.
- **Right to erasure.** You have the right to ask for erasure of all Your personal data in our storage.
- **Right to restriction of processing.** You have the right to restrict the way we use Your personal data.
- **Right to rectification.** You have the right to correction of incorrect and/or incomplete data.
- **Right to portability.**
- **Right to objection.** You have the right to objection, especially if usage of Your personal data is legally based on our legitimate interests.
- **Right to estimate.** You have the right to ask for estimation of our Privacy Policy or Your personal data violation *from AZOP – Croatian Personal Data Protection Agency*.
- **Right to objection to profile making** and all other forms of automated decision making.

If You believe Your rights concerning collecting and using Your personal data are violated, if You need further information or You want to use any of Your rights on personal data protection, please contact us:

- **Address** Gredičak-plast, Zagrebačka 12a, HR-49244 Stubičke Toplice, Croatia,
- **E-mail** info@gredicak-plast.hr, or
- **Personally**, with Your ID provided (for Your protection).

How do we collect Your personal data

We collect Your personal data by personal contact, by telephone, e-mail and exceptionally in a different way (publicly available information like websites of the company You work for, newspaper articles and similar).

What personal data about You we collect and use

Your personal data we collect, manage and use are:

- Name and surname,
- Company function (if relevant),
- Contact data,
- VAT (if legally necessary),
- Information for purposes of payment (IBAN, bank, SWIFT), applied to our suppliers of goods and services
- Type and quantity of product and/or service and all correspondence concerning it, including drawings, measurements etc.

We will not gather any personal data that are not strictly relevant for our core business, nor any information that can violate Your privacy (sensitive data such as Your religion, marital status, health condition and similar).

Why do we collect and use Your personal data (legal basis)

Gredičak-plast collects and uses Your personal data when necessary for purposes of

- **the fulfilment of our legal obligations,**
- **fulfilling a contract with You,**
- **safeguarding our legitimate interests** i.e providing and developing our products and/or services in the best interest of our clients, all within our core business (toolmaking, plastic injection moulding, plastic products manufacturing, sale and montage of our and other products, client support and advisory services). In this way, we use Your personal data:
 - for offers, bills and other documentation, including also technical documentation for our products and services,
 - to deliver goods and services,
 - to inform and educate regarding our products and services,
 - for client support and advisory services
 - for processing and responding to Your complaints, questions, demands and orders,
 - to provide and develop our goods and services,
 - per Your request and for coordination with other providers of goods and services in cases such as product installation on construction sites, toolmaking or similar
 - for purposes of supply (personal data of our suppliers of goods and services, business partners, associates) like material supply or similar.

Who has access to Your personal data

Access to Your personal data have employees of Gredičak-plast.

All our employees are obligated to protect confidentiality of all personal data in our storage, to use those data only for legal purposes in accordance to our Privacy Statement, not to deliver or transfer data to unauthorised party, and to guard and protect confidentiality even after leaving the company. All employees of Gredičak-plast sign a *Confidentiality Agreement*.

Your personal data that are in our possession are shared with third party only when needed for

- fulfillment of our legal obligations

and when it is necessary to use a third party for

- accounting services,
- delivery of products, services, bills, technical and other documentation,
- to maintain our IT systems (computers, servers, websites and similar),
- per Your request for coordination with other service/product providers in cases such as product installation on construction sites, toolmaking or similar.

Gredičak-plast checks reliability of third parties. All third parties are provided with instructions they have to follow, and if necessary, a *Confidentiality Agreement* is delivered.

Gredičak-plast will not sell, transfer or give Your personal data to a third party in a way that is not mentioned in this Statement.

How do we protect Your personal data

Your personal data are considered a trade secret. We are doing all we can to protect Your personal data, including technological and organizational security measures. Gredičak-plast is continually working on confidentiality policy, within our company and with involved third parties.

If it does come to a violation of personal data, there is a determent procedure. We will, if possible, no latest than 72 hours, report the violation to AZOP – *Croatian Personal Dana Protection Agency*, except where it is not likely that the violation will present a risk for rights and liberties of an individual. If the report is not made within 72 hours, reasons for the delay will be reported as well. All violations are registered in our internal database.

What information about You can we gather when You visit our websites

You can visit our websites (www.gredicak-plast.hr, www.walkthewave.com) without revealing Your personal data, like Your name or contact information. However, some information are gathered automatically:

- **Google.** Google collects information via our usage of Google services, such as Google Analytics, Google AdWords, Google Maps. Google uses this information (such as Your IP address, operating system, web

browser or similar), and information is shared anonymously. You can control Google usage of Your personal data by changing Google settings (more on <https://safety.google/>).

- **Log files.** Some information are automatically gathered in our servers log files (such as Your IP address, operating system, web browser or similar). We use this information only to manage our technical solutions and our websites.

Last edited in Stubičke Toplice, Croatia, 03.03.2019.

Gredičak-plast,
Owner
Katarina Gredičak