

These Rules on Protection of Privacy and Cookie Use apply to anyone who is in accordance with the General Terms and Conditions of Business and Use of the Website [www.mionica.rs](http://www.mionica.rs) considered a user and the website in its entirety, including its subpages.

A user is any legal entity or natural person using or visiting the website [www.mionica.rs](http://www.mionica.rs) (hereinafter: user).

By using the website the user agrees with these Rules on Protection of Privacy and Cookie Use.

## **I. Protection of personal data**

The Municipality of Mionica respects your privacy and undertakes to use your personal data exclusively for the stated purposes. Your personal data shall be carefully protected in accordance with the legislation governing the protection of personal data (Regulation (EU) 2016/679, the Personal Data Protection Act in force, Rules on Protection of Privacy and Cookie Use and internal rules of the Municipality of Mionica).

### **1. Controller of personal data**

The controller of personal data processed in accordance with these Rules is the Municipality of Mionica, Vojvode Mišića 30, 14242 Mionica.

### **2. Personal data protection officer**

The personal data protection officer in the Municipality of Mionica is available at the e-mail address [info@mionica.rs](mailto:info@mionica.rs).

### **3. Personal data processor**

The contract processor of personal data collected within the scope of the website use is the company I-SOFT, Kneza Jovice Milutinovića 38, 14242 Mionica. The controller and processor of personal data have defined and regulated their mutual relations and obligations, including personal data protection, with a written contract.

### **4. Transmission of personal data to third parties or third countries**

The Municipality of Mionica does not transmit personal data collected on the website to third parties or third countries.

### **5. Types of personal data and purposes of their processing**

The Municipality of Mionica collects and processes personal data on the basis of the legislation or consent (agreement) of individuals.

## **Processing based on the legislation**

The Municipality of Mionica preforms its tasks and activities on the basis of the legislation of the Republic of Serbia, and therefore, in line with the legal basis, collects and processes personal data of individuals necessary for the fulfilment of legal obligations imposed on it as a controller of personal data. In accordance with the provisions of the act governing data protection and the General Data Protection Regulation the Municipality of Mionica keeps processing records where the legal basis for personal data collection and processing is specifically determined.

## **Processing based on consent (agreement) of an individual**

Based on prior voluntary, explicit, informed and unequivocal statement of will or consent (agreement) of individuals, and their simultaneous notification that they can revoke their consent at any time, the Municipality of Mionica collects and processes personal data, namely:

- for the purpose of sending the e-newsletter on current activities in Mionica via e-mail once a month: name, surname and e-mail address;
- for sending in opinions or questions (citizens can send in their opinions or questions using the contact forms on the website [www.mionica.rs](http://www.mionica.rs) ) –individuals have to give their name, surname and e-mail address for the Municipality of Mionica to be able to respond;
- for entering citizens' initiatives (citizens can send in their initiatives via the website [sistem48.mionica.rs](http://sistem48.mionica.rs) or by using a mobile application): name and surname, e-mail address, phone number, street and house number or the location marked by clicking on a map.

## **6. Personal data collection**

To ensure personal data protection the Municipality of Mionica implements all necessary legal, organisational and appropriate logistical and technical procedures and measures, either on its own on the basis of the legislation, regulations and internal rules or via its contract partners. For the purpose of the latter the Municipality of Mionica binds the providers or operators to necessary and consistent compliance with the legal basis, the General Data Protection Regulation and internal rules of the Municipality of Mionica.

## **7. Personal data retention period**

Personal data of individuals, obtained on the basis of consent, can be processed and stored until the fulfilment of the purpose for collecting and processing data or until the revocation of the consent given by an individual. Individuals can change or revoke their consent at any time.

Personal data, collected on the basis of regulations, are stored in accordance with the legislation regulating their collection. After the expiry of the legal retention period the data is erased.

## **8. Rights of an individual**

In accordance with the personal data protection regulations individuals have the right to revoke their consent at any time, request a review, correction, processing limitation or deletion of personal data, namely, by notifying us in writing thereof via mail at the address Opština Mionica , Vojvode Mišića 30, 14242 Mionica, or via e-mail to [info@mionica.rs](mailto:info@mionica.rs) . The aforementioned address can also be used by individuals to submit an objection with regard to the processing of their personal data.

Individuals can also submit a complaint with regard to the processing of their personal data directly to the competent supervisory authority, that is, to the Poverenik za informacije od javnog značaja i zaštitu podataka o ličnosti.

## **9. Procedure in case of violation**

In case of violation of the personal data protection the Municipality of Mionica shall immediately take all appropriate measures for the protection of rights and interests of the individual in accordance with the applicable legislation and the General Data Protection Regulation.

## **II. Cookie policy**

Cookies are small text files websites use to make the user experience more efficient.

In accordance with the legislation cookies can be stored on your device when they are necessary for the website to function. For all other types of cookies your consent is needed.

This website uses various types of cookies. Some are used on request by other websites which appear on our website.

The following cookies are used to ensure the operation of all functions of the website:

- Strictly necessary cookies make a website usable as they enable basic functions, such as website navigation and access to safe areas of the website. A website cannot function properly without these cookies.
- Performance cookies are cookies needed to monitor visits to the website for the purpose of improving the user experience.
- Advertising cookies anonymously collect data on visits to websites. Their purpose is to display ads which are appropriate and interesting for an individual user.

### **III. Validity**

These Rules on Protection of Privacy and Cookie Use of the Municipality of Mionica shall be supplemented as needed, of which you shall be appropriately notified.

These Rules are published at the website [www.mionica.rs](http://www.mionica.rs) and shall apply from 1. August 2018.