

NOTICE ON THE PROCESSING OF PERSONAL DATA

In accordance with the provisions of the Personal Data Protection Law ("Official Gazette of the Republic of Serbia", No. 87/18), the University of Niš, Faculty of Electronic Engineering (hereinafter: the Faculty) provides the following information:

1) Data about the personal data controller

Legal entity: University of Niš, Faculty of Electronic Engineering

Address: Aleksandra Medvedeva 4, 18000 Niš

Registration number:: 07215240

Contact phone number: 018/529-105

Email: efinfo@elfak.ni.ac.rs

Legal representative: Prof. Dr. Vladimir Ćirić, Dean

2) Personal Data Protection Officer

Name and surname: Dragana Randelović, Head of Legal, Personnel and Administrative Affairs of the Faculty

Address: Aleksandra Medvedeva 4, 18000 Niš, with the indication – For the person responsible for personal data protection

Contact phone number: 018/529-107

Email: dragana.randjelovic@elfak.ni.ac.rs.

3) Purpose of the intended processing

The Faculty processes personal data for the purpose of: conducting submissions for admission to studies and other submissions; exercising the right to enroll in the year; regulating student status; registering for exams and pre-exam obligations; implementing exam deadlines; implementing the application procedure, public inspection and defense of the final thesis, i.e. doctoral dissertation; exercising the right to scholarships; statistical data processing; managing, maintaining and functioning of information systems and maintaining information security; conducting administrative and other procedures within its jurisdiction; exercising the right to issue public documents; exercising the right to quality and equally accessible education for all students; monitoring and improving the quality and effectiveness of the work of the Faculty and employees; monitoring the situation for the purpose of self-evaluation of the institution; monitoring and improving the educational level of students in the education process; preparing reports; as well as for other purposes in order to carry out its activities and fulfill the obligations prescribed by law and general acts of the University.

The collection of personal data processed by the Faculty is recorded in the database.

4) Legal basis for processing

The Faculty processes personal data on the basis of:

- Consent of the person whose data is being processed;
- Conclusion and execution of a contract;
- Compliance with legal obligations by the Faculty;
- Protection of the vital interests of the person to whom the data relate or another natural person;

- Performance of tasks in the public interest or execution of the Faculty's statutory powers and
- Pursuit of the Faculty's legitimate interests.

5) Recipients of personal data

Personal data is processed for the purposes stated here.

When necessary for the achievement of this purpose, and based on legal or contractual obligations and/or the rights of the Faculty, certain recipients may have access to personal data:

- University of Niš;
- Competent state authorities and persons who, due to the nature of their work, must have access to such data;
- Banks and payment institutions.

6) Period for which data is stored

Personal data processed by the Faculty are stored within the time limits established by the List of Categories of Registry Material with the Faculty's Storage Periods, in accordance with the law.

7) Rights that individuals have regarding the protection of personal data

The data subject has the right to request access to, correction or deletion of his/her personal data from the Faculty, has the right to restriction of processing, the right to object, the right to data portability, as well as the right to withdraw consent at any time (withdrawal of consent does not affect the admissibility of processing based on consent before its withdrawal, if the processing is carried out on the basis of Article 12, paragraph 1, item 1) or Article 17, paragraph 2, item 1) of the Law).

The data subject has the right to file a complaint with the Commissioner for Information of Public Importance and Personal Data Protection if he/she believes that the processing of his/her personal data has been carried out in violation of the provisions of the Law.

The Rulebook on the Protection of Personal Data at the Faculty of Electronics in Niš regulates in more detail the right to the protection of persons in relation to the processing of personal data by the Faculty, the principles of personal data processing, the types of personal data processed and the purpose of their processing, the legal basis for the processing of personal data, sources of personal data collection, periods for storing personal data, the transfer of personal data and its transfer from the Republic of Serbia, the rights of individuals with regard to the processing of personal data, protection measures and legal remedies. The Rulebook is published on the Faculty's website.

In the event of failure to provide personal data, the person to whom the data relates cannot exercise the rights that he or she has as a student of the Faculty in accordance with legal regulations and general acts of the University and the Faculty.