

PRIVACY NOTICE

1. Data controller

SAFIR d.o.o.
Horvaćanska cesta 17, 10000 Zagreb
safir@safir.hr

The Data Controller is responsible for the processing of personal data in accordance with the General Data Protection Regulation (GDPR).

2. Categories of Data Subjects and Purposes of Processing

As part of our business operations, we process personal data of the following categories of data subjects:

2.1. Contractual Partners (Contact Persons)

We process personal data of contact persons within business organizations (e.g. name, surname, business email address, and job title). We may collect personal data directly from the data subject or indirectly from their employer, business partner, or another organization involved in the business relationship or public procurement procedure.

Purpose of processing:

- conclusion and performance of contractual relationships
- communication related to business cooperation
- administration and management of business relationships

Legal basis:

- performance of a contract (Article 6(1)(b) GDPR)
- legitimate interest (Article 6(1)(f) GDPR)

2.2. Prospective Clients (Inquiries and Business Contacts)

We process personal data of individuals who contact us for information, quotations, or potential cooperation.

Purpose of processing:

- responding to inquiries
- preparation of quotations
- business communication prior to entering into a contract

Legal basis:

- legitimate interest (Article 6(1)(f) GDPR)

- taking steps at the request of the data subject prior to entering into a contract (Article 6(1)(b) GDPR)

2.3. Job Applicants

We process personal data of candidates applying for open positions (e.g. CV/resume, contact details, work experience).

Purpose of processing:

- conducting the recruitment and selection process
- assessment of candidates' qualifications

Legal basis:

- taking steps prior to entering into an employment contract (Article 6(1)(b) GDPR)

Information on the processing of personal data relating to job applicants is provided through this Privacy Notice, which is published on the Company's website and available before or at the time of submitting a job application.

3. Types of Personal Data We Process

Depending on the context, we may process:

- first name and last name
- business and/or personal contact details (e-mail address, telephone number)
- position/title and organization
- information contained in communications
- information contained in CVs/resumes (for job applicants)
- date and place of birth, personal identification number (OIB), and other identification data where necessary for participation in public procurement procedures or for compliance with legal obligations.

4. Data Retention Period

Personal data are retained:

- for the duration of the business relationship or communication
- for job applicants: until the recruitment process has been completed and, if the applicant is not selected, for no longer than 6 months after the recruitment process ends, unless the applicant has given consent for their personal data to be retained for a longer period • thereafter, personal data are deleted or anonymized, unless there is a legal obligation to retain them

5. Recipients of Personal Data

Personal data may be made available to:

- authorized employees
- accounting and legal advisors (where applicable)
- IT service providers (e.g. e-mail and hosting providers)

- public authorities and other competent institutions where required by law or necessary for the conduct of public procurement procedures.

All external processors are bound by data protection agreements..

6. Rights of Data Subjects

Data subjects have the right to:

- access their personal data
- rectification of personal data
- erasure of personal data
- restriction of processing
- object to processing
- lodge a complaint with the Croatian Personal Data Protection Agency (AZOP) if they believe that the processing of their personal data is not carried out in accordance with the applicable data protection laws

To exercise your rights, please contact us at:

safir@safir.hr

7. Data Security

We implement appropriate technical and organizational measures to protect personal data against unauthorized access, loss, or misuse.

8. Collection of Personal Data from Third Parties

In certain cases, SAFIR d.o.o. may collect personal data from third parties, such as business partners, contracting parties, manufacturers, contracting authorities, or other organizations involved in a business relationship or public procurement procedures.

In such cases, only the personal data necessary for the relevant processing purpose will be processed, such as name and surname, business contact details, job title and, where required by law or necessary for the conduct of public procurement procedures or the performance of contractual obligations, other identification data.

Information on the processing of personal data is available in this Privacy Notice published on the Company's website.

9. Contact information

For any questions regarding the processing of personal data or the exercise of your rights, you may contact the Data Protection Officer at: safir@safir.hr

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Effective Date: 10.07.2026.

Privacy notice is available at <https://www.safir.hr/en/o-nama/>

This Privacy Notice is reviewed regularly and updated as necessary.