

Information regarding the processing of personal data

Esteemed partner,

According to the provisions of REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ("GDPR Regulation"), we inform You that the Romanian Gas and Electricity Operator "OPCOM SA" headquartered in Bucharest, Hristo-Botev Boulevard no. 16-18, as a commercial company, can collect and process the personal data of Your designated employees for cooperation between our companies.

The person responsible with data protection within OPCOM SA is Mr. Marian Vladescu.

I. Personal data collected and processed:

The personal data we may collect is identification data, namely last name, first name, phone number and e-mail address as well as, in some cases, data resulting or being contained in Curriculum Vitae (CV) documents. In addition, it may be required to collect and process the identity card's series and number, address as well as your representatives' personal identification number.

Please limit the transmission of personal data to what is specifically listed in the related legislative provisions. In case of unsolicited personal data transmission, said data will not be processed by OPCOM S.A.

II. Personal data is collected and processed for the following purposes:

- Acquisition contracts or market studies initiation identification data;
- Opening providers offers (can lead to processing the ID card series and number, address and personal identification number, depending on ID documents of Your representative participating in the offer opening meeting);
- Depending on the object of the acquisition, it may be also necessary to process identification data contained in contract implementation team members' CVs, to better evaluate offers and run contract;
- Identification data, including the ID card series and number, may be processed during the performance of commercial contracts for the cases in which Your representatives may need access to the OPCOM HQ, to ensure the security of OPCOM property;
- The first and last name of Your representatives in case they, to fulfil contractual obligations, are required to enter OPCOM secure spaces;
- Identification data of Your representatives will also be processed for the transmission of balance confirmations for annual inventory;
- Identification data of state and proprietor authority representatives will be used for legal and corporate requirement fulfilment;
- Running financial accounting operations for concluded contracts, Participation and Reporting agreements.

III. Legal basis for collecting and processing Your transmitted data:

For the personal data collected for the purposes presented at II.f), g) and h), the legal basis is according to GDPR Regulation Article 6 (1) (c), on the fulfilment of a legal obligation on the operator's part, namely financial accounting or commercial company legislation requirements.

Registration No:

Year _____
Month _____
Day _____
Operatorul Pieței
de Energie Electrică și
de Gaze Naturale
"OPCOM" S.A.

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Sector 3, București 030236,
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www.opcom.ro
Unique Registration Code:
13278352
IBAN Code: RO71 RNCB
0074 0292 1737 0107
BCR sector 3



For the personal data collected for the purposes presented at II.a) to and including e), the legal basis is according to GDPR Regulation Article 6 (1) (b), initiating and executing a contract, namely the commercial contract concluded between Your Company and OPCOM.

IV. Recipient categories with whom personal data can be shared:

This data will be shared with OPCOM SA personnel designated for acquisition process and later for running the contract and related financial accounting. Data can also be disclosed to external auditors in audit missions.

The data will also be disclosed to state authorities, according to current legislation.

V. Personal data storage methods and retention duration:

Personal data will be stored in physical or electronic format.

For e-mail communication, Your e-mail address will be stored on our e-mail services provider, Microsoft, and for financial accounting operations, Your employees' data will be stored on our ERP system provider (Totalsoft) servers. Our providers' servers are located in Europe.

Your representatives' personal data will be stored by OPCOM SA until informed by the replacement of Your representative, but no longer than maximum 5 years from the end of commercial contracts.

VI. Natural persons' rights on personal data:

Your representatives' rights according to Law no. 677/2001 and GDPR Regulation are:

- a) The right to access personal data;
- b) The right to request rectifying or updating personal data when inaccurate or incomplete;
- c) The right to request personal data deletion in certain circumstances (for instance when they are no longer necessary for the purposes mentioned above);
- d) The right to request the restriction of personal data processing (for instance when the data correctness comes into question);
- e) The right to lodge a complaint to OPCOM S.A. and/or the personal data protection supervisory authority or, depending on the case, the right to act in court over the way personal data is collected and processed;
- f) The right to withdraw personal data processing consent at any time;
- g) The right to be forgotten, in the sense of addressing a request to OPCOM S.A., to delete all Your personal data from our records;
- h) The right to data portability, in the sense of transferring personal data to another personal data operator You designate;
- i) The right to be notified by OPCOM S.A. in case personal data security has been breached.

In order to exercise these rights, as well as for any questions or supplementary clarifications regarding this notice or in regards with OPCOM S.A.'s use of Your personal data, You can contact us using any of the following communication methods:

- Via e-mail at the following address: dpo@opcom.ro
- At the following telephone number: 021 3071450
- Personally or via post at the following address: Hristo-Botev Boulevard No. 16-18, Bucharest, Sector 3, postal code 030236

Respectfully yours,

Victor IONESCU, CEO