

## ATTICABANK PROPERTIES SA

### INFORMATION FOR ATTICA BANK PROPERTIES SA's VISITORS WITH REGARD TO THE PROCESSING OF THEIR PERSONAL DATA PURSUANT TO REGULATION (EU) 2016/679 AND THE RELEVANT GREEK LEGISLATION

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**ATTICABANK PROPERTIES SA**, having its registered office in Athens, on 8 Omirou str.,(tel. 216 00 28 332) (hereinafter "Company"), informs visitors (hereinafter "Visitors" or "Visitor"), pursuant to Regulation (EU) 2016/679 and the relevant provisions of the applicable Greek legislation on personal data protection, in its capacity as controller, that Attica Bank Properties SA or third parties, on its instructions and on its behalf, shall process their personal data, pursuant to the following:

#### **1. What personal data do we collect and where from?**

When you enter specific office rooms and facilities of the Company, the latter collects directly from you your identification data (name and surname, father's name, ID card no.).

#### **2. Why do we collect your personal data and how do we process them?**

Your aforementioned personal data (Chapter 1) that are collected are processed for the purposes of the Company's assets protection including its systems, files, etc., the safety and physical integrity of employees, clients, persons who perform transactions or visitors of the Company.

#### **3. Whom do we transfer your personal data to?**

Your personal data may be transferred to lawyers, law firms and process servers, experts and public Authorities in the event of infringement or if necessary in order to defend the Company's legal interests.

#### **4. How long will we keep your personal data?**

Your personal data will be kept for 24 months as from the date of your entry to the Company, and in January of every year, personal data dating from two years ago will be destroyed.

In the event of infringement or if any preliminary inquiries, investigating or legal proceedings involving the Company or any affiliated company and relating to you directly or indirectly are in progress, the said period for which your personal data will be kept shall be extended until the relevant incident is resolved or an irrevocable judicial decision is issued.

**5. What are your rights regarding the protection of your personal data and how can you exercise them?**

l) You have the following rights regarding the protection of your personal data:

a) To know what personal data we keep and process, the origin thereof, the purpose of the processing thereof, the recipients thereof and the period of keeping them (right to access).

b) To request the rectification or/and completion of your personal data so that they are complete and accurate (right to rectification). In these cases, you must provide all necessary documents proving the need for the relevant rectification or completion.

c) To request the restriction of processing of your personal data (right to restriction).

d) To refuse or/and to object to any further processing of your personal data kept by us (right to object).

e) To request the erasure of your personal data kept by us (right to be forgotten).

The following is noted regarding your aforementioned rights:

- In any case, the Company has the right to refuse to satisfy your request to limit the processing of your personal data or to erase them if the processing or keeping thereof is necessary for the establishment, exercise or defense of its legal rights or the fulfillment of its obligations.

- In any case, the exercise of the aforementioned rights shall produce effects for the future and does not affect any previously processed data.

g) To file a complaint with the Hellenic Data Protection Authority ([www.dpa.gr](http://www.dpa.gr)), if you believe that your rights are infringed in any way whatsoever.

II) In regard to the exercise of your aforementioned rights and to any issue relating to your personal data, you can contact the Bank in writing at Atticabank Properties, 8 Omirou str., 105 64, Athens or by e-mail at [info@atticabankproperties.gr](mailto:info@atticabankproperties.gr) or by phone at 2160028332.

In these cases, we shall make all reasonable efforts to reply to your request within thirty (30) days as from the date it was filed. The aforementioned period may be extended by sixty (60) days, if it is deemed necessary at the Company's absolute discretion, taking into account the complexity of the request and the number of requests, in which case we shall inform you within the aforementioned period of thirty (30) days.

Exercising your rights does not entail any charge for you. However, where your requests are manifestly unfounded, excessive or have a repetitive character, we may ask you to assume the relevant cost about which we shall inform you or we may refuse to act on the requests.

## **6. How do we protect your personal data?**

In order to ensure the safety of your data, the Company has in place and implements procedures and systems to safeguard the secrecy of your personal data and the processing thereof, and to protect them from any accidental or unlawful destruction, accidental loss, alteration, forbidden dissemination or access and any other form of unlawful processing, including systems of access controls, physical and logical security, Data Loss Prevention and back up outside the Company.

This information replaces any previous information regarding the processing of your personal data.

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