

**ANNEX 4 Information Document for the Processing of Personal Data as per Article 13 of the
GDPR 679/2016**

*(It accompanies the forms of **applications for participation** in tenders-invitations-calls-offers etc. of the
Department of Real Estate of the General Commercial Division of "ThPA S.A.").*

The Société Anonyme under the name "Port Authority of Thessaloniki" (ThPA SA, Law 2688/99, Government Gazette 40A/13-99), based in Thessaloniki (Pier 1, in Port, PC: 54625, tel.: 2310 593 118-121), as legally represented hereby **informs** and in accordance with the provisions of the applicable legislation on the protection of personal data, and in particular the EU General Regulation 679/2016, **in its capacity as 'Data Subject'**, (*'the data subject'*), who signs the application for participation, the offer or other, similar purpose, form of the Department of Real Estate of the General Commercial Division of "ThPA S.A." and submits the required supporting documents, **either** for itself and as a representative of an individual company **or** as a natural person - legal representative of the participant in the legal person process, **or** with another similar status of legalization, that the "ThPA SA" itself and the competent Services-Divisions-Departments thereof (as well as its employees, acting under its supervision, by order and on its behalf and within their responsibilities, and perhaps others jointly refer to as "Controllers", "Processors" third parties or recipients: Other participants in the process, ministries, public authorities, tax authorities, judicial authorities, etc., on the basis of compliance with a legal obligation of the "Controller" or in fulfillment of his duty or for the performance of a contract), **it collects, processes and maintains** the personal data referred to in the application for participation, in the offer or in another similar purpose form of the Department of Real Estate of the General Commercial Division of "ThPA S.A.", and in their accompanying documents, which it voluntarily submits to "ThPA S.A." the "Data Subject", either on his behalf (*individual enterprise*) or on behalf of the Legal Person which it represents.

These data will be used for the purposes of processing the application for participation, the offer or any other form of the Real Estate Department of the General Commercial Division of "ThPA S.A.". The purpose of processing may be: The evaluation of the Application/Offer etc., the verification of the details of the «Data Subject» or the company that it represents, required by the procedure, the evaluation of the suitability of the «Data Subject» or the company it represents, as a candidate counter-party towards the conclusion of a contract with "ThPA SA" or with a view to concluding a contract (*Article 6, par.1b GDPR Αιτζκ 44*). Furthermore, "ThPA SA" processes such data in order to communicate with the "Data Subject" whenever it considers it to be necessary, on issues relating to the procedure and for reconciling "ThPA SA" with the requirements of the Regulation and law (*compliance with his legal obligation, Article 6, par 1c GDPR*). These data are kept in the competent Real Estate Department for the necessary period of control of the Application/Offer etc., and the submitted data, for the period of processing the procedure, for the period of submission of any objections and other remedies and aids, which may be provided for internally or by law; for the period of fulfillment of the obligations on both sides and the limitation of the claims on both sides and generally for as long as required by the letter and spirit of the Subconcession Contract Award Regulation and the relevant legislation and contracts governing the operation of "ThPA S.A.", as applicable. Then, they are filed, either on paper or electronically in such a way that access is not authorized to non-authorized employees. After the elapse of the necessary time period, they will be safely destroyed, as provided for by the relevant legislation (*the provisions of Article 191 §2 of Law 4610/2019 (A 70) apply for the period up to 23- 32018, while, the maximum limitation period laid down in the Civil Code shall apply from then on and for the conversion of the Controller into a SA*). The provision of such data is necessary for this procedure and, failure of the "Data Subject" to provide them will lead to the inability of the Data Subject to participate in the procedure and the impossibility of providing such service.

The "Data Subject" can submit a request to the "Controller" on: Access-information, correction, limitation of the processing of data regarding it, objection to processing, erasure of data and data portability **subject to the conditions and limits laid down by the applicable legislation** (e.g. 17 par.3, 20 par.3, 23 GDPR). These rights are exercised either by completing the corresponding application form available **in the Protocol and the Real Estate Department of the General Commercial Division** of "ThPA S.A.", or by sending a letter to: "ThPA S.A.", Pier 1, within Port, PC: 546, Thessaloniki, tel: 2310 593118- 121, or by sending an email to the address: dpo@thpa.gr. The "Controller" provides to the "Data Subjects" will all relevant information on the action taken upon request, pursuant to Articles 15 to 22 of the GDPR without delay and in any case **within one month** from receipt of the request. This deadline **may** be extended for two more months, if required, taking into account the complexity and the number of requests (see *more in detail: Article 12 par. 3-4 GDPR*). Also, for any complaint, the "Data Subject" has the right to notify the **Personal Data Protection Authority** either in writing (address: 1-3 Kifissias Str. PC [115 23, Athens](http://www.dpa.gr)) or via email (www.dpa.gr).

Thessaloniki, ___ / ___ /2024 ___

I became aware of this Notice (*signature and in full*):