**REQUEST FOR ACCESS TO PERSONAL DATA**

According to Article 19 of the Law on Personal Data Protection, you, as the data subject, have the right to request access to your personal data processed by OKTA AD-SKOPJE as the controller of your personal data.

|  |
| --- |
| APPLICANT'S INFORMATION(Data marked with \* are mandatory for the identification of the applicant) |
| FULL NAME: \* |
|  |
| CONTACT INFORMATION\* (at least one contact detail is required) |
| Address: |
|  |
| E-mail address: |
|  |
| Contact phone: |
|  |
| **REQUEST FOR ACCESS TO PERSONAL DATA** |
| PLEASE SPECIFY WHO IS THE CONTROLLER OF YOUR PERSONAL DATA: |
|  |
| DO YOU WANT INFORMATION OR CONFIRMATION OF THE FOLLOWING:□ which of your personal data is collected and from which source;□ for what purpose it is processed;□ what is the retention period;□ to which third-party users it is disclosed;□ whether it is transferred to a third country outside the EU and EEA and on the basis of which safeguards;□ what are your rights;□ whether there is an automated decision-making process, including profiling. |
| PLEASE INDICATE IF YOU WOULD LIKE A COPY OF YOUR PERSONAL DATA: |
|  |
| Please provide an explanation for the request and, if necessary, attach additional documents: |
|  |
|  |
|  |
|  |
| By signing this request, you confirm that you are the applicant, and that the information and statements provided in the request are true and accurate. The controller collects and processes your data stated in this request exclusively and on the basis of this request, for the purpose of conducting the appropriate procedure for exercising your right. |
| Your request will be forwarded to the Data Protection Officer of OKTA AD-SKOPJE, Marija Peshevska-Stanishikj, at the following contact phone: 02 2532 150 and e-mail: MPeshevskaStanishikj@helpe.gr |

Signature of the applicant:

Date of submission of the request: