

REQUEST FOR RESTRICTION OF PERSONAL DATA PROCESSING

1. Subject Identity:

Name and surname		Phone	
Home address		E-mail	

2. Category of the Subject of personal data to which you belong:

(you can choose one of the following categories: employee in ALKALOID AD Skopje, applicant for employment, intern in ALKALOID AD Skopje, scholarship beneficiary, external collaborator under contract, subject to direct marketing, product user, shareholder, reporter of adverse drug reactions, visitor, etc.)

Category of the Subject of personal data
Your relationship with ALKALOID AD Skopje (in order to be able to respond to your request in a timely manner, please describe in more detail your relationship and contact persons in ALKALOID AD Skopje)

3. Reason for requesting a restriction on the processing of personal data

Pursuant to Article 22 of the LPDP¹, I request ALKALOID AD Skopje to restrict the processing of my personal data
(Please tick the appropriate box)
<input type="checkbox"/> I dispute the accuracy of my personal data
<input type="checkbox"/> the processing is illegal, but I do not want my personal data to be deleted
<input type="checkbox"/> personal data is no longer needed for the original purpose, but can still not be deleted because there is a legal basis (for establishing, achieving or defending my legal requirements)
<input type="checkbox"/> I am waiting for an answer after a submitted complaint in accordance with Article 25 of the LPDP, which disputes the processing of my personal data

Document that must be submitted in support of this Request

proof of your identity²

¹ Law on Personal Data Protection (Official Gazette of RNM no. 42/2020)

² To be sure that we restrict the processing of the personal data of the right person, we ask you to provide us with proof of your identity: ID card, passport, driver's license, birth certificate. Please provide us with a copy or scanned image of a document (do not send originals). If we believe that you are not the person you claim to be, we reserve the right to reject your request.

Send the answer to this Request

- to my home address
- to my e-mail address

Signature _____	Date _____
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Important notes:

- ALKALOID AD Skopje reserves the right to refuse the execution of your request if it is against the legal regulations
- ALKALOID AD Skopje has the right to confirm your identity and may contact you for additional information necessary to identify your personal data and use all reasonable measures to determine your identity.
- ALKALOID AD Skopje will respond to your request as soon as possible, and no later than one month from the day of receipt of the request. The deadline can be extended for another two months, for which you will be informed in a timely manner
- ALKALOID AD Skopje may charge a reasonable fee taking into account the scope, complexity, time of providing information or may refuse to act upon the request if the request is unfounded or excessive