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## RULE BOOK ON THE PROTECTION OF PERSONAL DATA

Under the terms of The EU General Data Protection Regulation (GDPR), which apply from 25<sup>th</sup> May 2018, members of the Croatian Association of Crystallographers (CAC) are required to provide clear consent in order to enable continued storage, publication and use of their personal information by the Association. The same applies to any associates and partners involved in the activities of the CAC. Personal information may include, but not be limited to, name, academic titles, functions within the association, research fields, addresses, telephone numbers, email addresses, PINs and VAT numbers.

In accordance with the GDPR, all personal data collected and stored by CAC shall:

- be used legally and fairly, as defined by the laws of the Republic of Croatia and the European Union;
- be used transparently, by providing all involved parties with details and justification of the usage and storage of their data on request;
- be stored, processed and used only up to a specified date;
- be maintained to ensure stored data are accurate and up-to-date;
- be protected from unauthorized or illegal usage or copying by applying reasonable security and control measures over the data and any data processing procedures.

In some cases it will be necessary to share data with other legal entities if necessary for the fulfillment of obligations of joint agreements with other legal entities (eg accounting services) or with state institutions where legally required.

*Zagreb, May 24th, 2018*