



Statement on the Compliance of the University of Ljubljana School of Economics and Business with the General Data Protection Regulation (Regulation (EU) 2016/679), the Personal Data Protection Act (ZVOP-2), and Notice on the Processing of Personal Data

The University of Ljubljana School of Economics and Business (hereinafter: UL SEB) is committed to high standards of information security, privacy, and transparency. For many years, it has processed personal data in accordance with the applicable legislation governing higher education, adhering to the highest recognised standards established by the currently valid General Data Protection Regulation (Regulation (EU) 2016/679) and the Personal Data Protection Act (Official Gazette of the Republic of Slovenia, No. 163/22; ZVOP-2).

To ensure compliance with personal data processing regulations, UL SEB has appointed a Data Protection Coordinator (Polonca Mikuž, email: dpo@ef.uni-lj.si) and has implemented both GDPR and ZVOP-2 provisions into the School's operational processes.

UL SEB collects and processes personal data based on the provisions of applicable legislation governing higher education, as well as other sectoral legislation regulating the operation of higher education institutions. As a public institution, UL SEB may collect and process personal data solely based on legal provisions when performing public service activities. In areas where it does not provide public services, personal data may only be collected and processed with the explicit consent of individuals.

The records of personal data processing conducted and maintained by UL SEB are published on the UL SEB website. These records specify the legal basis for data collection, the types of personal data collected and processed, the purposes of processing, the retention period, and whether the data is transferred to third countries.

UL SEB does not transfer collected personal data outside the EU (i.e., to third countries), except in exceptional cases where it uses specialised software tools for its activities that do not fall under public service operations and are hosted on servers located in these countries. In such cases, individuals whose personal data would be transferred to third-country servers are informed accordingly and must explicitly consent to such transfers. Without their consent, their personal data is not transferred. Furthermore, UL SEB must ensure that personal data may only be transferred to third countries if the Information Commissioner of the Republic of Slovenia (hereinafter: IP) recognises these countries as secure or as implementing adequate data protection policies, as confirmed by an official decision issued by the IP.

Regarding information security and the protection of personal and other data, UL SEB adheres to the provisions of the Rules on the Security of Personal Data Processing at the University of Ljubljana, which establish all necessary procedures and security protocols to regulate and ensure the protection of all collected personal and other data.

At UL SEB, you may exercise the following rights at any time based on your given consent:

- the right to access your personal data;
- the right to rectify or complete your personal data;
- the right to erasure of personal data;
- the right to restrict the processing of personal data (in certain cases);
- the right to data portability—in cases of contractual agreements or personal consent, and when processing is carried out by automated means.

An application for the exercise of any of the above rights can be submitted in writing by post to the address of the University of Ljubljana School of Business and Economics, Kardeljeva ploscad 17, 1000 Ljubljana or by email to dpo@ef.uni-lj.si.

An individual cannot request the right to erasure of personal data, object to its use, or restrict its processing in cases where personal data is processed under legal obligations as part of UL SEB's public service activities.

March 2025