

PRIVACY POLICY FOR END USERS OF THE MPGI E-LEARNING SYSTEM

1. General Provisions

This privacy policy sets out how personal data of end users of the e-learning system (hereinafter: the „system“) used for part of the non-formal adult education programme - green skills in the construction sector for foreign workers from third countries (modules 7 and 8), developed by the Ministry of Physical Planning, Construction and State Assets (hereinafter: „MPGI“), are collected, processed and protected.

MPGI is committed to protecting users' privacy and processing personal data in accordance with applicable data protection regulations, including the General Data Protection Regulation (GDPR).

By using the system, users confirm that they have read this privacy policy and understand and accept the way in which their personal data are processed.

2. Types of personal data we collect

To enable the proper functioning of the system, MPGI collects and processes different categories of personal data.

Basic user data

When creating and using a user account, basic identification data are collected, including the user's email address, country and time zone.

The email address may be visible to other participants within the same e-course solely for the purpose of facilitating communication and collaboration between users.

System usage data

The system automatically records certain usage data, including the date and time of first and last access, duration of user sessions and activities performed within the system.

These data are used to ensure the functionality of the system, monitor usage and improve the user experience.

Educational and academic data

As part of using the system, data related to users' educational activities are processed. This includes enrolled e-courses and modules, grades achieved, learning progress, participation in forums and discussions, and any certificates issued.

These data are necessary for carrying out the educational process and monitoring user progress.

Technical and security data

The system also collects technical data such as browser session information and data required for user authentication.

When using the mobile application, the system generates temporary authentication data, such as a login QR code, used exclusively for secure access to the user account.

3. Purpose of processing personal data

Users' personal data are processed only for clearly defined and lawful purposes.

Primarily, the data are used to provide users with access to the system and its functionalities. In addition, the data are processed for managing user accounts, monitoring learning progress, conducting assessments and enabling communication between participants through tools such as forums.

The data may also be used for reporting purposes, analysing system usage and improving service quality. In certain cases, data are processed to ensure system security and prevent unauthorised access or misuse.

4. Legal basis for processing

The processing of personal data is based on several legal grounds.

Primarily, processing is necessary for the performance of a contract, namely enabling the use of the system and participation in educational programmes.

Certain data may also be processed on the basis of MPGI's legitimate interest, for example for ensuring system security and analysing system usage.

Where required by law, data are processed for compliance with legal obligations.

5. Sharing and visibility of data

MPGI will not share users' personal data with third parties except in clearly defined situations.

Certain data, such as email addresses, may be visible to other participants within the same e-course, but only as part of the system's functionality.

Data may be shared with authorised service providers involved in maintaining and operating the system, subject to appropriate protection measures. Data may also be disclosed to competent authorities if required by law.

6. Data storage and protection

Personal data are stored only for as long as necessary to fulfil the purpose for which they were collected or as required by applicable regulations.

MPGI applies appropriate technical and organisational measures to protect personal data. These measures include access control, protection against unauthorised access and maintaining records of user logins and activities.

7. Mobile application and authentication

The system allows access through a mobile application using a one-time QR code.

The QR code is generated temporarily and has a limited validity period (for example, 10 minutes), after which it automatically expires.

This login method provides an additional level of security and helps prevent unauthorised access to user accounts.

8. User rights

Users have the right to request access to their personal data and receive information about how those data are processed.

Users also have the right to request correction of inaccurate or incomplete data, as well as deletion of data where legal conditions are met.

Users may request restriction of processing, object to processing or request data portability.

To exercise their rights, users may contact the data protection officer at dpo@mpgi.hr.

Information about the data protection officer is available on the website:

<https://mpgi.gov.hr/o-ministarstvu/djelokrug-50/ustrojstvo-53/imenovani-sluzbenici-8220/sluzbenik-za-zastitu-osobnih-podataka-8235/8235>

9. Cookies and activity tracking

The system uses cookies and similar technologies to ensure the proper functioning of user sessions.

Cookies are also used to analyse system usage and improve the user experience.

Users can manage cookie settings through their internet browser.

10. Changes to this privacy policy

MPGI reserves the right to amend this privacy policy at any time.

In the event of significant changes, users will be informed in a timely manner through the system or by other appropriate means.

Users are advised to review this policy periodically to stay informed about any updates.