Lammhults Design Group.

PRIVACY POLICY External privacy policy for Lammhults Design Group

For management of integrity based on a GDPR perspective

Information class: Internal

Document type Policy

Extern privacy policy

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1 PRIVACY POLICY (EXTERNAL)

The Privacy Policy below provides information about the personal data processing of Abstracta AB.

INTRODUCTION

Abstracta AB, 5560463852, takes privacy and data protection seriously. We therefore want to inform you about our personal data processing through this privacy policy. Personal data is a task that identifies, directly or indirectly, an individual such as name, phone number, address and mail. Abstracta complies with all applicable legislation and all personal data processing is based on the EU General Data Protection Regulation, GDPR (EU) 2016/679. You can read more about the regulation on the website of the European Commission: <u>https://ec.europa.eu/info/law/law-topic/data-protection_en</u>.

Personal data responsible is Abstracta AB, 5560463852, Lammengatan 2, SE-363 45 Lammhult, Sweden and you contact us regarding privacy and data protection via <u>info@abstracta.se</u>. Data protection responsible on Abstracta is Secify AB, you contact them via <u>info@secify.net</u>

TREATMENT OF YOUR PERSONAL DATA

Your data may be stored with us in case you have been employed by us, entered into an agreement, have a customer or supplier relationship and / or been in contact with us and in some cases because we have received the data from a third party. The legal basis for treatment is the fulfillment of agreements, legal obligations, balancing of interest and, in some cases, consent.

We treat your personal data for contractual purposes, the opportunity to contact you, secure identification, fulfill your or our legal obligations, provide the opportunity to offer and fulfill all our services to you, to provide you with our range of products and services, process your job application or send newsletters and invitations to you.

SHARING OF YOUR PERSONAL DATA

Your data is stored on one or more databases hosted by third parties located in the EU. The information we collect from you may be transferred to and stored in a location outside the European Economic Area. Any such transfer of your personal data is in accordance with applicable law. In cases where personal data are processed outside the EU / EEA, either a decision by the EU Commission is that the third country in question ensures an adequate level of protection or appropriate safeguards to ensure that your rights are protected. Examples of appropriate protection measures are approved code of conduct in the recipient country, standard contract clauses, binding company internal rules or privacy shield.

These third parties do not use and do not have access to your personal data for purposes other than those reported and to perform cloud services and storage services. We do not sell personal data to anyone and only share personal information with third parties that facilitate the provision of our services, such as subcontractors, for which we are responsible for.

We do not share your personal information with third parties if not; (i) you request it or approve it; (ii) information is disclosed to comply with the law, to complete an agreement we have with you, or to protect our rights, property or security for the service, or other users or our employees; (iii) to handle emergency or force majeure events; (iv) to handle disputes, demands or respond to persons acting on your mission.

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SECURITY OF YOUR DATA

In order to protect the integrity of your personal data, we take appropriate technical and organizational protection measures. We continuously update and test our security technology. We limit access to your personal information to employees who need to know it to perform their work. In addition, we educate our employees about the importance of privacy and maintain the integrity and security of your information. We undertake to take appropriate disciplinary action to maintain the integrity of our employees.

YOUR RIGHTS

If you think any information about you is incorrect or misleading, please contact us immediately. You may also notify us if you in any way want to restrict the handling of your personal information, object to the processing or delete them (subject to certain exceptions). Where technically viable, we will, upon your request, submit your personal information to you or transfer it directly to another responsible. You may also request information free of charge once a year about: the purposes of the treatment; categories of personal data; who outside Abstracta has received personal information from us; what source the information has (if you did not submit it directly to us); and how long your personal information is stored. Abstracta responds to your request no later than 30 days after request. To use the rights above, contact us at info@abstracta.se If you have questions regarding Abstractas personal data processing contact our Data Protection Officer, Secify AB, via info@secify.net

DATA STORAGE

Your personal data is stored no longer than necessary and follows clear sorting out routines. Data are processed at different time periods to allow us to meet our legal obligations or offer as good a service as possible. Information about storage time is given at the start of treatment and if you have questions about treatment time please feel free to contact us at <u>info@abstracta.se</u> and we will tell you more.

MORE INFORMATION

We realize that data protection and privacy issues are a long term responsibility, so we may from time to time update this privacy policy when we develop our personal data processing or adopts new privacy policy.

The European Union Data Protection Act and other countries' privacy laws give special rights to registered persons. A good explaination of these are found on the website of the European Commission: <u>https://ec.europa.eu/info/law/law-topic/data-protection_en</u>. If you believe that we have in any way processed your personal information incorrectly, please contact datainspektionen@datainspektionen.se.

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