

POLICY for processing personal data

20180301, the following policy has been established for Wackes AB.

Purpose

We protect your privacy. You should feel confident when you entrust us with your personal data. Therefore, we have established this policy. It is based on current general data protection regulation GDPR and clarifies how we work to protect your rights and integrity. The purpose of this policy is to tell you how we process your personal data, what we use them for, who and under what circumstances people will get access to them and how you can guard your rights.

Background

We process your personal data primarily to fulfill our obligations to you. Our starting point is not to process more personal data than is necessary for the purpose, and we always strive to use the least privacy-sensitive data.

We also need your personal data to provide you with good service, such as marketing, follow-ups and information. We may also need your personal data to comply with laws, as well as conduct customer and market analyzes.

You are entitled to oppose the use of personal data for direct marketing. When we collect personal data about you for the first time, you will get more information about this and how to oppose it.

Guidelines

What personal data do we collect?

We only collect personal data when we have legal basis. We do not process personal data in any case other than when they are required to fulfill obligations under contract and/or law. **Here are examples of personal data we collect when we have received them from our customers.** Data you register on your own and voluntarily apply.

For all our customers:

- Name
- Address
- E-mail address
- Phone
- User name
- Content that you publish, such as user generated content

In addition, for corporate customers:

- Company name
- Corporate identity number
- Job title

In addition, for private customers:

- Personal identity number

How do we access your personal data?

We try to obtain your consent as far as possible before we begin processing your personal data. You are entitled to revoke or change your consent at any time. You can do this by emailing us at personuppgifter@wackes.com. When you revoke your consent we will no longer process your personal data or obtain new data, provided that it's not necessary to fulfill our obligations under contract or law. Keep in mind that withdrawal of consent may mean that we can't fulfill the obligations we have in relation to you.

We also get access to your personal information as follows:

- Details you provide us directly
- Information that is registered when you visit our website / webshop
- Information that we receive when you contact one of our sellers
- Information that we receive when you sign up for newsletters and other mails
- Information that we receive when answering surveys
- Information that we receive when you contact us, seek employment with us, visit us or in any other way contact us

For how long do we save your data?

We use personal data to serve and fulfill the obligations we have to our customers. The information contained in our ERP system is stored in accordance with the Accounting Act at least 7 years. Personal data contained in webshops is deleted when the customer no longer in a business relation with us.

Is your personal information processed in a safe way?

We have routines and procedures for managing your personal data safely. The starting point is that only employees and other persons within the organization who need personal data to perform their duties should have access to them.

Our security systems are developed with your integrity in focus and to a great extent protect against intrusion, destruction and other changes that could endanger your privacy.

We have multiple IT security practices to ensure that your personal data is processed safely.

We do not transfer personal data in cases other than those expressly stated in this policy.

When do we give your personal data to third parties?

Our starting point is not to give your personal data to third parties unless you have consented to it or if it is not necessary to fulfill our obligations under contract or law. In cases where we give personal data to third parties, we establish a personal data grant agreement with this provider and ensure that the personal data are processed in a safe manner.

Responsibility

Wackes AB is a legal entity, which means we are responsible for the processing of your personal data and the use of your rights.