

Nordic Flanges Group AB (publ.)		Godkänd datum 2022-06-16
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This Privacy Policy has been adopted by the board and applies to all companies that are part of the group Nordic Flanges Group AB, org. no. 556674–1749 (“NORDIC FLANGES”).

### Background and purpose

Personal integrity is important to us. In order for all people who come into contact with NORDIC FLANGES to be confident that NORDIC FLANGES protects their privacy, here is information about how we process personal data.

This policy applies to users who visit and/or contact us at NORDIC FLANGES AB and also here on our site, [www.NORDIC FLANGES.se](http://www.NORDIC-FLANGES.se). It also applies to you as a customer and/or potential customer/consultant or employee.

Further down, you can see which personal data NORDIC FLANGES, as the data controller, handles about each person, depending on the relationship the person has with NORDIC FLANGES.

Applicable Law; [Dataskyddsförordningen](#) (General Data Protection Regulation - GDPR)

### Consent to the processing of personal data (GDPR) within NORDIC FLANGES.

Consenting to the processing of personal data means that a natural person gives his approval to a company to store and handle his personal data. Personal data means all information that can be linked to a person either directly or indirectly. Personal data includes e.g. name, social security number, address, photos and phone number.

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Of course, all our personal data processing complies with the laws and regulations that apply to personal privacy, which means, among other things, that we do not process more personal data than is necessary and that all data is deleted when it is no longer needed or when the person concerned requests this.

As a general rule, the information must be deleted when the relationship with NORDIC FLANGES ends, for example when you cease to be a customer or employee. With consent, the information can be saved to send out newsletters or information. The information is deleted when the recipient chooses to end the subscription.

What personal data is processed

Available customers:

Name, contact details (e-mail, address, phone number), billing details.

Coworker:

Name, contact details (email, address, telephone number), CV, account/salary payment details, next of kin and photo

Potential clients:

Name, contact details (e-mail, address, phone number)

Potential and existing consultants/suppliers:

Name, contact details (e-mail, address, phone number), invoicing details and, where relevant, CV

Why NORDIC FLANGES processes personal data

The purpose of processing personal data is for NORDIC FLANGES to be able to fulfill its commitments to the various collaboration partners that exist, such as customer/consultant/supplier and employees because there is a contractual relationship. NORDIC FLANGES sends out targeted information based on legitimate interests and NORDIC FLANGES' legitimate interest is to maintain a business relationship with our stakeholders as existing or potential customers/consultants/suppliers/employees.

We also process personal data when we have obtained consent regarding the communication of information and marketing in specific areas.

NORDIC FLANGES may also be obliged by law to process personal data, for example to comply with accounting legislation.

How NORDIC FLANGES collects personal data

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NORDIC FLANGES collects personal data when someone, for example, becomes an employee, customer/consultant/supplier to or with us, when you contact us or when you sign up to receive information from us such as newsletters or other communication or marketing.

As long as NORDIC FLANGES processes personal data

We process personal data about existing customers, suppliers or consultants as long as we have a business relationship. For existing and potential employees, we need to process personal data after you have participated in a recruitment process in order to safeguard our rights under the Discrimination Act. We therefore save your information regarding the recruitment for two years after the end of the application procedure.

If NORDIC FLANGES processes data based on consent, e.g. for communication purposes, processing continues until consent is withdrawn. A consent can be revoked at any time by contacting NORDIC FLANGES. Instructions for this can be found on the website.

In order to withdraw consent to ongoing mailings, such as newsletters, it is also fine, in addition to the usual contact details, to use the link found in the newsletter.

We process data relating to accounting as long as NORDIC FLANGES is obliged by law, i.e. for seven years.

### **Our information security and transfer to third countries**

NORDIC FLANGES takes a number of different security measures to protect personal data, for example we use firewalls and intrusion protection. We and our assistants process the information within the EU/EEA. Accounting data is saved in Sweden or in a country approved by the Swedish Tax Agency. We do not resell any customer information to third parties. In addition, we work with authorization control, which means that personal data is not accessible to more of our employees than is necessary for each employee to be able to perform their work. Finally, we place at least equally high demands on the suppliers who process personal data for us.

### **Personal rights**

In accordance with data protection legislation, the registrant has certain rights in relation to our processing of his personal data. These are:

- You have the right to receive information about which personal data processing is carried out by us.
- You have the right to request correction if we have inaccuracies registered about you.
- You have the right to be deleted under the conditions specified by the Swedish Data Protection Authority, e.g. if the data is no longer needed for the purpose for which it was collected or if the data is saved with your consent and you withdraw the consent. The right to be deleted does not apply if we are obliged by law (e.g. the Accounting Act) to keep the data.

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- You have the right to data portability, i.e. right to have your personal data transferred to another personal data controller.
- You have the right to request a limitation in processing.
- You have the right to object to the processing of personal data, e.g. that you can object to your personal data being processed for marketing purposes.
- You have the right to make a complaint to the Swedish Data Protection Authority/ Datainspektionen, which is the supervisory authority for personal data processing, about processing carried out by us.

Who is responsible for the processing of personal data  
NORDIC FLANGES AB, corporate no. 556525-2995, is responsible for the processing of personal data as described in this privacy and personal data policy as a personal data controller.

You can also read more about personal rights and other general information about personal data processing on the Swedish Data Protection Authority's website: <https://www.datainspektionen.se/>

#### Responsibility and updating of the policy

This privacy and personal data policy may be updated. The latest version of the policy is available on our website: <http://www.NORDIC FLANGES.se/gdpr>  
It is the CEO's responsibility to ensure compliance with this policy.