

Datum	Utfärdat av	Godkänt av	Dokumentnamn	Dok. Nr Rev
2018-04-04	K. Frostholt	J. Wackerfeldt	Policy_000A.doc	000 A

MMAB Supplier Data Protection Policy

1. General information

This Supplier Data Protection Policy ("Privacy Policy") describes how MMAB Group AB, org. No. 556925-9442, Box 16086, 200 25 Malmö, e-mail: sales@mmab-pcb.se, ("MMAB Group AB", "We") collects, uses, discloses and stores your personal information.

1.1 The Privacy Policy applies when MMAB Group AB use or purchase services and products related to purchase, service matters and other contact with suppliers.

1.2 As a supplier you should always be able to feel safe when you submit your personal information to us. We want to demonstrate with this Privacy Policy how we ensure that your personal information is processed in accordance with applicable privacy laws.

1.3 This policy applies to:

- The head office of MMAB Group AB
- All branches of MMAB Group AB
- All staff and volunteers of MMAB Group AB
- All contractors, suppliers and other people working on behalf of MMAB Group AB

1.4 This policy explains what information we keep about our suppliers and how it is being used.

2. Personal Data Controller

MMAB Group AB is personally responsible for MMAB Group AB's processing of your personal data and is responsible for such processing in accordance with applicable laws and legislations.

3. When do we process your personal information?

3.1 In order for us to visit your website, buy your goods or services or contact you for service or information, we must collect and process personal information about you. As our supplier we collect some information about you to be able to purchase services, or products from you.

3.2 MMAB Group AB collects and processes personal information about you when we request a quote, place an order, use your support, visit your website or an event organized by you or in any other manner has contact with you. The information collected from you at the time of booking, purchase, sales is required to enter into an agreement with MMAB Group AB and that MMAB Group AB will be able to purchase your services and products.

3.3 We may also collect and update your address information through third party services for address updating.

3.4 MMAB Group AB collects personal information about you that you submit to us when you register as a supplier. MMAB Group AB also collects information about you while you are a Supplier, such as your sales history, or contact information. As a supplier, you can update your information at any time by contacting any of our sales/logistics representatives.

4. What personal data do we handle about you?

4.1 The personal data MMAB Group AB collects and treats you as a supplier who carries out purchases and has contact with our sellers / buyers / finance department are:

- Name
- Last name
- Title
- Phone number
- Mail address
- Delivery address
- Invoice address
- Organization number
- VAT registration number
- Account number
- Information about your previous orders

5. Why do we handle personal data about you?

5.1 MMAB Group AB processes your personal information for different purposes. Mainly, MMAB Group AB processes your personal information in order to:

- Comply with our obligations to you as a customer, such as execution of purchase your goods, invoices and support;
- Enable general supplier care and service, such as answering questions and correcting incorrect information;
- Provide information and direct marketing, by mail, e-mail, SMS / MMS and telephone regarding the products and services of MMAB Group AB and selected partners;
- Prevent fraud and carry out risk management; as well as comply with applicable legislation, such as accounting laws.

6. The legal base for our processing of your personal data

6.1 MMAB Group AB bases the processing of your personal data on a number of legal bases. These are described in this section.

6.2 Among other things, we treat your personal information in order to fulfill the agreement with you as a customer, such as for making bookings, purchases, manufacturing and in order to fulfill our obligations to you. Based on this legal basis, we keep history of your interaction with MMAB Group AB, and your sales and offerings and products.

6.3 Part of the processing of personal data we carry out is based on a so-called interest balance. This applies, for example, to the treatment we take to make a limited segmentation of suppliers. Such as based on total purchase amount. MMAB Group AB does not process sensitive personal data based on an interest weighing except for sending out newsletter to our suppliers. Other than this, we do not perform any treatment that constitutes profiling based on a balance of interest.

6.4 In some cases, MMAB Group AB may have a legal obligation to process your personal information. This applies, for example, to the processing of personal data we perform in order to meet the requirements of the current Swedish Accounting laws and legislations.

7. Summary of our personal data processing

Purpose	Legal Basis	Categories of personal data	Retention
To administer, develop and purchase your goods and services	Completion of purchase agreement	Name, address, telephone number, e-mail, Geographic information, Delivery Details, Billing Details, payment details	As a customer we keep your information until further notice to be able to fulfill our obligations to you as a customer, and to be able to contact you to be able to purchase your goods and services.
To ensure that legal requirements are complied with, such as the current Swedish accounting laws	Legal obligation	Name, address, telephone number, e-mail, Geographic information, Delivery Details, Billing Details, payment details	As long as we are required to store the data in accordance with applicable law

8. Profiling

8.1 MMAB Group AB can process your personal information through profiling if you are a Supplier with us. Information about your sales and previous purchases will be analyzed to provide us with valuable information about our own purchase history from you.

9. How long do we save information about you?

9.1 Your personal information will only be stored as long as there is a need to save them to fulfill the purposes for which the data was collected in accordance with this Privacy Policy. MMAB Group AB may save the data if necessary to comply with legal requirements or to monitor MMAB Group AB's legal interests, such as if there is a legal process going on.

9.2 As a supplier we keep your information until further notice to be able to fulfill our obligations to you as a customer, and to be able to contact you again to purchase your goods and services, otherwise we keep your information up to 2 years.

10. Who do we provide personal information to?

10.1 MMAB Group AB may disclose your information to third parties, such as MMAB Group AB's group companies and other partners MMAB Group AB may also provide your information to companies that provide address updates services to ensure that we have the right address information for you.

10.2 Third party that MMAB Group AB discloses information to or otherwise provides information about a supplier or Account Holder may use the information only for the purpose of purchasing your goods, and services, and for marketing purposes.

10.3 Personal data may also be submitted by MMAB Group AB if it is necessary to comply with applicable legal requirements or requirements from authorities to utilize MMAB Group AB's legal interests or to detect, prevent or pay attention to fraud and other security or technical issues.

10.4 MMAB Group AB may transfer your personal data to countries outside the EU / EEA to MMAB Group AB's company or partners located there. If personal data are transferred to any country outside the EU / EEA, MMAB Group AB will take steps to ensure that personal data remain protected and also take the necessary steps to legally transfer personal data to non-EU / EEA countries.

10.5 We will not sell your personal information to third parties unless we have your permission.

11. Change of privacy policy

11.1 MMAB Group AB has the right to change the Privacy Policy at any time. MMAB Group AB will, with reasonable notice, notify you of changes to the Privacy Policy. If you do not accept the changes, you are entitled to terminate the agreement with MMAB Group AB before the amended Privacy Policy comes into force. You can terminate the agreement by contacting MMAB Group AB.

12. Protection of your personal data

12.1 You should always be able to feel confident when you submit your personal information to us. MMAB Group AB has therefore taken the security measures needed to protect your personal data from improper access, change and deletion. For example, all information about customers and Account Holder is stored in an encrypted database that is protected by permission management and firewalls.

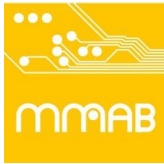
13. Your rights

13.1 MMAB Group AB is responsible for processing your personal data in accordance with applicable legislation.

13.2 MMAB Group AB will, at your request or on its own initiative, correct, disassemble, delete or supplement information that is found to be incorrect, incomplete or misleading.

13.3 You have the right to ask for

- Access to your personal information. This means that you are entitled to request a registry outline of the processing we conduct regarding your personal data. You are also entitled to receive a copy of the personal data being processed. You are entitled to once a calendar year, by written application, receive a registry extract from which personal data are registered about you, the purpose of the treatment and the recipients the information has been provided or to be disclosed. You also have the right to receive information on where the data has been retrieved if personal data have not been



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collected from you, the existence of automated decision making (including profiling) and the predicted period during which the data will be stored or the criteria used to determine this period. You also have the right to obtain information about your other rights listed in this paragraph in the registry extract.

- Correction of your personal information. We will prompt you to correct the incorrect or incomplete information we process about you as quickly as possible.
- Deletion of your personal data. This means that you are entitled to request that your personal data be removed if they are no longer necessary for the purpose for which they were collected. However, there may be legal requirements that we cannot immediately delete your personal data in, for example, accounting and tax laws. We will then end the processing done for purposes other than complying with the legislation.
- Limitation of treatment. This means that your personal information is marked so that they can only be processed for certain delimited purposes. For example, you may request a limitation when you consider your information incorrect and you have requested a correction. Meanwhile, the accuracy of the data is investigated, their treatment will be limited.

13.4 MMAB Group AB will notify each recipient of the personal data provided in paragraph 10 above about any corrections or deletion of data and the limitation of processing of data.

13.5 You are entitled to data portability. It implies the right to, under certain conditions, extract and transfer your personal data in a structured, widely used, and machine-readable format to another personally responsible person.

13.6 You are entitled to object to personal data processing performed based on a balance of interest. If you object to such treatment, we will only continue treatment if there are legitimate reasons for treatment that weigh heavier than your interests.

13.7 If you do not wish to process your personal information for direct marketing, you are always entitled to object to such treatment by sending an email to sales@mmab-pcb.se. Once we have received your objection, we will cease processing your personal data for such marketing purposes.

13.8 You are entitled to lodge any complaints regarding the processing of your personal data to the Swedish "Datatillsynsmyndigheten".

13.9 If an individual contacts the company requesting this information, this is called a subject access request. Individuals will be charged £10 per subject access request. The data controller will aim to provide the relevant data within 30 days.

14. Cookies

14.1 We do not use cookies on our website, to ensure that we keep the smallest possible personal information about you as a customer.

15. Contact Information

15.1 Please do not hesitate to contact us if you have any questions about this Privacy Policy, processing your personal information or requesting a registry extract. Our contact information can be found below.

MMAB GROUP AB
Box 16086
200 25 Malmö
sales@mmab-pcb.se