

Personal data protection
POLICY

THIRD PARTIES

Introduction

The Kersia* Group attaches great importance to your privacy and to the manner in which your personal data is handled. For this reason, we would like to share with you the way we collect and process this data, by means of this personal data protection policy (hereinafter the "Policy").

This Policy also contains important information about your rights in relation to the processing of your personal data. We therefore encourage you to read this Policy carefully and to keep it for reference.

Please note that this Policy is in addition to any other notice we may provide on specific occasions when we are collecting or processing personal data about you. This Policy is in addition to such notices.

This Policy also forms part of the CSR (Corporate Social Responsibility) strategy deployed by the Group internationally. This Policy can be modified, added to, or updated to remain compliant with legislation or regulations, or due to a change in our activity.

However, you may be informed directly by email in case of any major change. It is important that the personal data we hold about you is accurate and up to date. Please keep us informed if your personal data changes during your relationship with us.

* Complete list of companies within our Group at the following link:
<https://subsidiaries.kersia-group.com>



The most recent version of our Policy is available at the following link:
<https://privacypolicy.kersia-group.com>
or on our website:
<https://kersia-group.com>

Reasons for collecting data

We collect some of your personal data as a customer or supplier of our company. Consequently, the processing of your personal data is justified by the fulfilment of a contract, a legal or regulatory obligation, or by the legitimate interests pursued by the controller; that is, the Kersia Group company with whom you have a relationship.

Data collected

We collect personal data about you, i.e.:

- directly from you,
- from other sources such as your colleagues or employees, or other third parties involved in the relationship,
- through cookies.

The data we collect is limited to such data as is required as part of our relationship. This can include the following types of data:

- **IDENTITY:** surname, first name, email address, postal address, telephone number, vehicle number plate, national identity card or passport, photographs, etc. Furthermore, some of our sites are equipped with a video surveillance system, whose records, which are retained for 30 days, may enable us to access your image and/or vehicle number plate;
- **IN RELATION TO YOUR PROFESSIONAL IDENTITY:** professional status, position, qualifications;
- **CONNECTION DATA:** Customer account, e-learning.

You are free to provide, or refuse to provide, all or part of your personal data, or to refuse to allow it to be shared.

No personal data is collected unless you have freely agreed to provide it, it is necessary for the fulfilment of the contract between us, there is

a legal or regulatory obligation, or there is a legitimate reason to do so, such as the security of assets and individuals.

However, any refusal on your part to supply this data, or to allow it to be shared, could impair the execution of the following processes.

Purpose of collection

In general, we use your data to fulfil a contract to which you or your company is party, and this includes the following purposes:

- Managing the customer/supplier relationship;
- Producing offers, fulfilling and following up your orders, managing your claims and, where applicable, paying you certain amounts that are due;
- Arranging any assignment of claim/factoring or any other transaction related to billing;
- Keeping you informed of any changes in our Group, subsidiaries, products or activities;
- Running training courses tailored to your employees;
- Conducting satisfaction surveys;
- Keeping your customer account accessible through our website;
- Running seminars/meetings;
- Complying with our legal, accounting and tax obligations;
- Managing prospect files;
- Ensuring your safety and/or the security of the premises and goods of Kersia Group companies.

Retention

YOUR PERSONAL DATA IS STORED IN OUR DATABASES AND SERVERS. Our aim is to retain your personal data as safely and securely as possible, and only for the duration required for the fulfilment of the purpose of the processing operation, or within the duration specified by the applicable law.



Consequently, we take all appropriate and reasonable physical, technical and organisational precautions to prevent alteration to, loss of, or unauthorised access to your data.

Data recipients and Transfer

In line with the purposes listed above, your personal data may be shared with some of the data controller's departments, or with directly or indirectly owned subsidiaries, and external persons such as a carrier, partner, or distributor, in order to enable us to facilitate the aforementioned purposes. It may also be made accessible to our technical providers, referred to as "Processors" (that is, any natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller), strictly for the requirements of their assigned purpose only.

Given the international nature of the Group, the personal data that we collect may be transferred outside of your territory, but always with the exclusive aim of fulfilling the purposes detailed above.

Where applicable, we implement an adequate level of security to ensure the security of your personal data.

To this end, we have put in place contractual guarantees with our sub-contractors or our external partners and standard contractual clauses with all the Group's subsidiaries.
In sharing your personal data with us, you agree to such transfers.

A man with glasses and a plaid shirt is working in a server room. He is looking at a monitor and typing on a keyboard. The room is filled with server racks and has a blue and purple ambient light. There are decorative light streaks in the foreground.

Data security

We implement appropriate technical and organisational security measures to protect the personal data you supply to us from destruction, loss, alteration, disclosure or unauthorised access.

These measures include access controls, firewalls, secure servers, authorisation management, data encryption and data anonymisation.

Use of cookies

We use cookies to enhance your experience when visiting our website.

A cookie is a small text file stored by websites on your computer or mobile device when you visit them. The file is downloaded by your web browser on your first visit to a website. It enables these sites to remember your actions and preferences (username, language, font size and other display settings, etc.) for a given time, so that you do not need to provide this information every time you visit these sites or navigate from one page to another. These cookies help us ensure the website works properly, increase its security, offer a better user experience, understand how the website works and analyse what is working and what needs improvement.

Our website uses first-party and third-party cookies for several purposes. For more information, please read our Cookies Policy, available on our website.

***You can accept, refuse
or block cookies at any
time by changing your
web browser settings.***

For information on your options for configuring these settings, please see the instructions for your web browser. In addition, you can delete any cookies that are already on your device by clearing your browser history.

Please note that if you delete a cookie or if you refuse the installation of cookies, certain features on the website will not be available.

Data Protection Officer (DPO)

THE APPOINTMENT OF A DATA PROTECTION OFFICER IS NOT MANDATORY IN EVERY COUNTRY.

In cases where the appointment of a DPO is not mandatory, no DPO is appointed, but compliance with personal data regulations is handled by the Group's Legal & Compliance Director, who can be contacted at the following address: <https://gdpr.kersia-group.com>

A DPO is appointed in cases where such an appointment is mandatory.

- In Germany and Austria for Kersia Deutschland and Kersia Austria:
Mr Franck Lünsmann
Luensmann-services
Bissener Str. 31
Würselen, 52146
- In Brazil for Hypred Brazil and JPB:
Ms Miriam Laier
HR Manager
Hypred Brazil
Rua Eugenia Mello de Oliveira Kirshheim, nº251
Bom pastor, CEP 95905-684 Lajeado
Estado do Rio grande do sul
- In South Africa for Sopura South Africa:
Ms Babalwa Majija
Sopura South Africa
Ikhwezi Park
11 Fitzmaurice Avenue, Epping Industrial 2
7475 Cape Town

Notification of violations of personal data regulations

We commit to notifying the supervisory authority within 72 hours of detecting a violation, or suspected violation, of personal data regulations.

Right of access to, and modification of, collected data

In accordance with current data protection regulations, you have the right to confirm, access, modify, correct, transfer, anonymise, block, delete, refuse the usage of and limit the processing of your personal data, request information on the public and private entities with whom we have shared the data, and obtain information on the option of not giving your consent and on the consequences of refusal, as well as the right to withdraw your consent, when applicable.

To exercise your rights, please submit your request to us via the following link:
<https://gdpr.kersia-group.com>

Right to complain

IF YOU HAVE A COMPLAINT ABOUT OUR USE OF YOUR INFORMATION, WE WOULD PREFER YOU TO CONTACT US DIRECTLY IN THE FIRST INSTANCE SO THAT WE CAN ADDRESS YOUR COMPLAINT.

However, you have the right to lodge a complaint with a supervisory authority.



ANY QUESTIONS?

Please contact us via the
following link:

<https://gdpr.kersia-group.com>



Simplified joint-stock company

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