## Scandinavian Tank Storage AB's Policy for Personal Data - Suppliers

In general

Scandinavian Tank Storage AB (STS) respect your privacy and your right to control your personal data. Our guided principles are simple. We will be open with what data we collect and why and we will do our utmost to protect your data.

STS' Personal Data Policy describes what information we collect, the purpose for which information are collected, how you can control your own information and how to contact us. This Privacy Policy applies to you who are suppliers to STS. STS is data controller in accordance with these conditions and is responsible for processing in accordance to legislation.

## Personal data we collect

STS collects information primarily from you as a supplier. Examples of personal data we collect are your name, your title and work area, company name and contact details. We may also update your information from various public records, such as your company's website.

STS registers personal information in connection with:

1. when your company becomes a supplier to STS.

How and why we use collected information (the purpose)

STS process personal data mainly for the purposes listed below:

- 1. to maintain a contact database with information about existing suppliers.
- 2. to ensure the ability to contact our suppliers in connection with maintenance, repairs and investments.
- 3. in order to reach the right people in different situations, such as emergency situations.

## Information that can be disclosed

In normal cases, personal data is not shared with any third party in addition to what we are required by law to do. In all handling of personal data, a high level of security and confidentiality is always observed.

Legal basis, storage and disclosure of personal data

By you submitting information to STS, you give your permission to STS to register and store information about you as well as process the specified personal information for the specified purposes. As a legal basis for treatment, we will be referring to legitimate interests, where our interest corresponds to the purposes we stated above.

The treatment is in accordance with current legislation and means that personal data are not retained for a longer period than necessary for the purpose of our use. The company will store your personal data as long as you are a supplier to us. Normally our supplier database is reviewed yearly. This implies in practise the disclosure of data when they are no longer relevant or necessary for the purposes for which they have been collected. Some data may be retained longer when required due to other legal requirements, such as the accounting laws' requirements for storage for seven years. However, all handling of personal data always ensures high security and confidentiality.

## Your rights and choices

You have rights in terms of your personal data and you are able to influence your information and what is stored. The company will, on its own initiative or the suppliers' initiative, rectify the information found to be incorrect. By contacting us, you may also request at any time to obtain information about which personal data are registered with STS, and where applicable, where legal requirements do not state otherwise, request your disclosure, or limit its use.

For further information about our personal data management or if you have questions, please contact Maintenance-, Security- and Quality Coordinator Jonas Zackrisson (+46 31 7690008, jonasz@scandinaviantankstorage.com).