

## Privacy Policy

*According to the GDPR (General Data Protection Regulation) and the Data Protection Regulation*

Stenger & Ibsen Construction Sverige AB (SIC) believes that personal integrity is a very important issue today and that personal data should be handled with great care and in accordance with current legislation (GDPR). Personal data is information that can be directly or indirectly traced to a natural person who is alive.

SIC collects personal data from its own employees from a corporate perspective, but also regularly collects personal data from subcontractors and in some cases from clients with the aim of keeping an electronic personnel register for a construction site in each project according to § 11a, ch. 39. The Tax Procedure Act (2011: 1244) and Section 5, Chapter 9 The Tax Procedure Ordinance (2011: 1261). Collection and consent of personal data to the electronic personnel register is done by filling in a registration form in during workplace introduction, which is the minimum requirement for access to SIC's construction sites. When filling in the receipt form, personnel are also informed about SIC's handling of personal data (according to this policy).

The personal information that SIC collects and processes is name, company affiliation, telephone number, address, e-mail address and competence. Information about the next of kin is also collected as names and telephone numbers for contact by the occurrence of a workplace accident or similar crisis. Registration of social security numbers can also be done when ID06 is used for registration in the electronic personnel file (according to the construction industry standard). Social security numbers are obtained and registered only if necessary.

Personal data is stored in a secure system within Sweden and Denmark and is never stored longer than necessary. Personal data regarding SIC employees is deleted immediately after termination of service. Collected personal data for personnel files is saved and deleted in accordance with the requirements of the Tax Procedure Ordinance.

SIC does not disclose any personal data to other parties except to the authorities that may require personal data in accordance with current requirements for personnel and in accordance with the Act (1999: 678) on the posting of employees.

Registered persons have the right to access their own personal data, have incorrect personal data corrected, have their personal data deleted, object to personal data being used for direct marketing, object to personal data being used for automated decision-making and profiling and to move personal data (data portability). Upon request, SIC discloses this information to the person in question, provided that the identity of the person in question can be proven (identity check is carried out before disclosure).

Data breaches regarding registered personal data are handled in accordance with SIC's nonconformity system and are reported immediately to the Data Inspectorate if the risk is significant to individuals' freedoms and rights.

Stenger & Ibsen Construction Sverige AB is responsible for all processing related issues regarding personal data within SIC's operations.

Stenger & Ibsen Construction Sverige AB  
Järnvägsgatan 3  
891 33 Örnsköldsvik  
Tel.nr. 0660-105 04  
Organisationsnummer: 556657-3522

Örnsköldsvik the 4<sup>th</sup> of december 2020



Jan Häggström, Managing Director  
Stenger & Ibsen Construction Sverige AB