

Arendals Fossekompani ASA Privacy Statement

Customers, suppliers and others

When you use our website, get in touch with us, or order goods and services from us, Arendals Fossekompani ASA will process personal information about you. Below, you will find information about the personal data collected, why we do this, and your rights related to the processing of personal data.

The data controller for your personal information is Arendals Fossekompani ASA. The contact information for Arendals Fossekompani ASA is:

ADDRESS

Langbryggen 9, 4841 Arendal

E-MAIL

firmapost@arendalsfoss.no

PHONE

+47 37 23 44 00

ORGANIZATION NUMBER

910 261 525

For any questions you may have about our processing of your personal information, you can contact us by phone or email as specified above.

THIS DOCUMENT WAS UPDATED

24 October 2023

1 Why do we collect personal information, and what type of information do we collect?

We collect and use your personal information for various purposes depending on who you are and how we come into contact with you. We collect the following personal information for the purposes specified here:

1.1 Customer Information

The information processed includes name, phone number, address, and email address. The processing of personal data is based on a balance of interests and is related to the supplier's business activities rather than the individual's private life. We have assessed this as necessary for us to administer and manage customer relationships effectively. This contact is only made effective by directly contacting the customer. The processing is considered to be clearly foreseeable for the customer.

1.2 Supplier Information

This regards to contact information such as name, phone number, email address, and any other personal information that may be associated with the supplier relationship. The processing of personal data is based on a balance of interests and is linked to the supplier's business activities, and not the individual's private life. We have assessed this as necessary to efficiently purchase goods and services from the supplier in a transparent way. This is most conveniently done by contacting individuals directly. The processing is considered to be clearly foreseeable for the contact person.

1.3 Responding to Inquiries

Name, phone number, email address, and any personal information associated with the inquiry. The processing of personal data is based on a balance of interests. We have assessed this as necessary to assist the person with their questions and follow up on the inquiry. The information is primarily related to the contact person's employer and not their private life. In some instances, inquiries also come from individuals with questions related to the company. The processing is considered foreseeable for the contact person or individual.

1.4 Recruitment for New Positions

Name, phone number, email address, address, CV (previous work experience, education, interests, etc.), application, certificates, and references. Processing is based on a balance of interests and consent from you. The company processes personal information to assess the suitability for employment. A satisfactory evaluation of the application is not possible without processing personal information. Sharing personal information through a job application is voluntary, and the processing is considered foreseeable for job applicants.

1.5 To obtain information about the use of our website, we use cookies

You can read more about cookies and which cookies we use [here](#). We process personal data based on a balance of interests. We have assessed this as necessary to customize the website for our users. However, we protect your privacy by using the information solely for website visit statistics. The statistics does not identify you as an individual, and we delete the information collected via the website daily.

2 Disclosure of Personal Information to Others

We do not disclose your personal information to others unless there is a legal basis for such disclosure. Examples of such legal bases typically include an agreement with you or a legal requirement that obliges us to provide the information.

Arendals Fossekompni ASA uses data processors to collect, store, or otherwise process personal information on our behalf. In such cases, we have entered into agreements to ensure information security at all stages of processing. As of now, we use the following data processors:

- **Telecomputing AS:** The company provides cloud storage services, operational services, and telecommunications services to Arendals Fossekompni ASA. Their services are used to process personal information as described in points 1-4 above.
- **Adminkontrol AS:** Arendals Fossekompni ASA uses Admincontrol for board management. Their services are used to process personal information as described in points 3 and 4 above.

All processing of personal data that we perform for supplier contacts, customer contacts, and others takes place within the EU/EEA area.

3 How Information Is Secured

All information we have about you is protected against unauthorized use. The company has established its own routines for the protection of personal information and privacy. Information is secured with usernames and passwords/PIN codes. Further access control is in place in the company's office and production facilities. Access to the information is only granted to employees with a legitimate need for it.

4 Storage Period

We store your personal information with us as long as it is necessary for the purpose for which the personal data was collected. For example, personal information processed based on your consent is deleted when you withdraw your consent. Personal information we process to fulfill an agreement with you is deleted when the agreement is fulfilled, and all obligations arising from the agreement have been met.

5 Your Rights When We Process Personal Information About You

You have the right to request access, correction, or deletion of the personal information we process about you. You also have the right to request restricted processing, object to processing, and request data portability. You can learn more about the content of these rights on the Data Inspectorate's website: www.datatilsynet.no.

To exercise your rights, you must contact us. The e-mail address is firmapost@arendalsfoss.no, and the phone number is [+47 37 23 44 00](tel:+4737234400). We will respond to your request without undue delay and no later than 30 days.

We will ask you to confirm your identity or provide additional information before allowing you to exercise your rights with us. We do this to ensure that we only provide access to your personal information to you and not someone impersonating you.

You can withdraw your consent for the processing of personal information with us at any time. The easiest way to do this is to send an email to the same person as indicated in the section above.

6 Complaints

If you believe that our processing of personal information does not align with what we have described here or that we are otherwise in violation of data protection laws, you can file a complaint with the Data Inspectorate.

You can find information on how to contact the Data Inspectorate on the Data Inspectorate's website: www.datatilsynet.no.

7 Changes

If there are changes to our services or changes in the regulations regarding the processing of personal information, this may result in changes to the information provided here. If we have your contact information, we will notify you of these changes. Otherwise, updated information will always be readily available on our website.

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