

Aktiebolaget Alvenius Industrier

PRIVACY POLICY

Last updated 18/01/2021

1 Introduction

- 1.1 The General Data Protection Regulation (EU) 2016/279 (GDPR) came into force on 25 May 2018. The aim of the GDPR is to protect the fundamental rights and freedoms of the individual, in particular the right to protection of personal data. AB Alvenius Industrier (referred to hereafter as “Alvenius” or “the company”) is committed to protecting and respecting your privacy and it is important for us that you feel confident about how we process your personal data.
- 1.2 In this Privacy Policy, we explain how we, in our capacity as the data controller of your personal data, process your personal data in compliance with the GDPR. We state which personal data we process and for which purposes and on which basis the data are being processed. We also inform you how you can obtain access to your personal data and how you can communicate opinions and views to us about the processing.

2 Which personal data we process, purposes and legal basis

2.1 Representatives of companies/organisations/authorities

Alvenius processes information about you that we need in order to be able to contact you in the capacity as a representative for a company/organisation/authority (e.g. previous, existing and potential customers, consultants, suppliers, business partners, interest groups, union organisations). Your data are often collected from you either directly or from the company/organisation/authority that you represent.

CATEGORY OF PERSONAL DATA	PURPOSE OF THE PROCESSING	LAWFUL BASIS
<p>Personal and contact details (name, email, address, phone number, position at the company/organisation/authority).</p> <p>Photographs of employees at the company's customers in connection with installations carried out by Alvenius at a customer's premises.</p>	<p>The processing is necessary for the purposes of communicating with the representative of the company/organisation/authority about potential or existing business relations, administration and performance of services, delivery of goods, purchase of materials, procurements, technical matters, being able to give suppliers access to premises, etc.</p> <p>The processing is necessary in order to comply with legal requirements, e.g. accounting obligations.</p> <p>The processing is necessary to enable marketing and communication with potential and existing customers, suppliers, consultants, business partners, etc. and to enable marketing through the website.</p>	<p>Alvenius has a legitimate interest to fulfil the contract and conduct business relations with the company/organisation/authority (balance of interests).</p> <p>The processing is necessary in order to comply with the company's legal obligations.</p> <p>The company has a legitimate interest to be able to market the company and its products/services (balance of interests).</p>

2.2 Visitors to our website

CATEGORY OF PERSONAL DATA	PURPOSE OF THE PROCESSING	LAWFUL BASIS
Information from cookies that are placed when someone visits our website, e.g. device information, such as an IP address.	For the purpose of being able to customise the company's website according to how it is used and to give the user the best possible experience.	The processing is necessary for the purpose of a legitimate interest to enhance and streamline the company's website (balance of interests).

2.3 Visitors to our premises who enter the gate at Gredbyvägen 24 in Eskilstuna, Sweden

CATEGORY OF PERSONAL DATA	PURPOSE OF THE PROCESSING	LAWFUL BASIS
CCTV images and recordings of persons entering and leaving by the gate.	For the purposes of deterring, preventing and detecting crime.	The company has a legitimate interest to be able to surveil the area with the aim of deterring, preventing and detecting crime (balance of interests).

2.4 Individuals seeking employment with us

CATEGORY OF PERSONAL DATA	PURPOSE OF THE PROCESSING	LAWFUL BASIS
Contact details such as name, address, phone number, email, CV and personal cover letter, if applicable. Details about education, qualifications, civil status and interests.	For the purpose of fulfilling the company's recruitment needs.	The processing is necessary for the company's legitimate interest to hire competent staff (balance of interests).

2.5 Family and relatives of our employees

CATEGORY OF PERSONAL DATA	PURPOSE OF THE PROCESSING	LAWFUL BASIS
Name and contact details, such as phone numbers.	For the purpose of being able to contact close relatives of an employee in the event of an accident at work.	The processing is necessary for the purpose of a legitimate interest to be able to contact close relatives of an employee in the event of a crisis (balance of interests).

2.6 Owners and board members, and individuals employed by our tenant IAC.

CATEGORY OF PERSONAL DATA	PURPOSE OF THE PROCESSING	LAWFUL BASIS
First and last names.	The data are processed in connection with alarm tags and door entry intercom systems, for the purpose of being able to allow these individuals access to our premises.	The processing is necessary for the company's legitimate interest to be able to allow these individuals access to the premises (balance of interests).

2.7 Individuals who contact us spontaneously

CATEGORY OF PERSONAL DATA	PURPOSE OF THE PROCESSING	LAWFUL BASIS
Personal and contact details such as name, title, address, email and phone number.	For the purpose of enabling and facilitating communication with potential customers, suppliers, business partners and other stakeholders who contact us spontaneously.	The processing is necessary for the company's legitimate interest to be able to communicate with potential customers, suppliers, business partners and other stakeholders (balance of interests).

3 Where do we collect your personal data from?

- 3.1 Alvenius processes personal data that you provide us with when you contact us. We may also collect data from public databases.

4 With whom do we share your personal data?

- 4.1 Alvenius shares information with trusted suppliers that help us operate our IT, telephony, website and CRM system. Our data processing agreements with these partners set out the terms and conditions for how the personal data may be used and how they are protected. We may also share your personal data where we consider it necessary to do so in order to comply with statutory requirements.

5 Transfer to third countries

- 5.1 The company processes your personal data only within the EU/EEA, i.e. personal data are not transferred to third countries. However, if personal data are to be processed outside the EU/EEA, there must be either a decision from the Commission finding that an adequate level of protection of the personal data is ensured by that third country or appropriate safeguards for the protection of your rights are in place.

6 How long will we store your personal data?

- 6.1 We retain your personal data only for as long as is necessary for the purposes for which the personal data are processed. Some personal data are stored for as long as necessary to enable compliance with statutory and legal requirements, e.g. as stipulated in the Swedish Accounting Act.

7 Security and protection

- 7.1 Alvenius has taken adequate technical and organisational security measures to protect your personal data from unauthorised access, modification or disclosure.

8 Your rights

8.1 You should always have control of your own personal data, irrespective of what data we have saved about you. Under the GDPR, you therefore have the following rights

8.1.1 *The right of access and right to be informed (“a subject access request”)* – You can ask for copies of your personal data that we are storing and verify the information we have about you.

8.1.2 *The right to rectification* – You have the right to have any inaccurate or incomplete data about you corrected.

8.1.3 *The right to be forgotten* – You have the right to have your personal data deleted if the data are no longer necessary for the original reason they were collected. However, you do not have the right to have your data erased if the data are being saved because of a legal requirement.

8.1.4 *The right to restriction* – You have the right to temporarily limit the use of your personal data, e.g. if you are challenging whether the processing is legal.

8.1.5 *The right to data portability* – i.e. the right to have some of your personal data transferred to another data controller.

8.1.6 *The right to object* – You always have the right to stop the processing of your personal data for direct marketing purposes or object to such processing if it is based on a balancing of interests.

9 If you are not happy with how we collect and use your personal data

9.1 If you are not happy with any aspect of how we collect and use your personal data, you have the right to complain to the Swedish Authority for Privacy Protection (formerly the Swedish Data Protection Authority).

10 Changes to this Privacy Policy

10.1 We reserve the right to update or make changes to this Policy when required. Please regularly check our website for the latest version.

11 How to contact us

11.1 If you have any questions concerning our processing of personal data or wish to exercise any of your rights connected with the processing of your personal data. Please contact:

Data controller: Aktiebolaget Alvenius Industrier

CRN: (556046-2466)

Address: Box 550, 631 07 Eskilstuna, Sweden

Tel: +46 (0)16-16 65 49

Email: privacy@alvenius.se