

PRIVACY POLICY

Effective date: 16 September 2019

This Privacy Policy provides you with information on how we, Infineum International Limited and Infineum group entities, collect, store and process personal information that we may obtain in the course of doing business with you or the company you work for. We process your personal information in compliance with the privacy and data protection laws in force in the European Economic Area ("EEA") and the United Kingdom ("UK").

Collection and Use of Personal Information

We may collect, store and use personal information or categories of personal information such as your name, job title, business address, business telephone number, business e-mail address as well as, in some cases, bank account and tax identification data. This information will generally be received either from you personally or from the company with whom you are working.

We use this information for the purposes of, and in connection, with managing our business relationship with you, including the performance of contractual obligations, such as processing of payments or regulatory filings, and as may be necessary for our legitimate business interests.

Please also refer to the privacy policy on our corporate website for how we process personal information that we may obtain as a result of your use of that site.

Sharing Personal Information

Personal Information received by one Infineum entity may need to be shared within the Infineum group of companies ("Infineum Affiliates") for the purposes of carrying out the collection and use set out above. We also may need to disclose your personal Information or to our professional advisers, or to our nominated third party service providers who support our business, for instance in hosting our databases or providing technical support for our systems, in connection with the business purpose set out above for which we collect and use your personal data, or where required by law. In addition, in that regard, we may need to transfer your personal information to countries outside of the EEA, including the United States and countries in Asia Pacific.

When sharing your personal Information with entities located in countries outside the EEA, UK or Switzerland that do not provide for an equivalent level of data protection, we will put in place contractual guarantees in accordance with applicable data protection law. You can use the contact information below to request more information.

Data Integrity

We take reasonable steps to ensure that the personal information we collect is relevant for the purposes for which it is to be used and that the personal information is reliable for its intended use and is accurate, complete and current. However, in some cases we must rely on individual users to provide and maintain accurate personal information. You are responsible for making sure that your information is up-to-date and accurate when you provide it to us and where our services offer you the tools to maintain your information.

Links to third party websites

Where there are links from our site to third party websites, these are provided solely for your convenience. Infineum does not control and is not responsible for the content of those third party websites. If you decide to access any of those websites, you do so entirely at your own risk.

Data Security

We maintain reasonable technical, physical and organizational measures to protect personal information against accidental or unlawful destruction or accidental loss, alteration, unauthorized disclosure or access. Unfortunately, no information security system can be 100% secure. As a result, although we strive to protect your personal information, we cannot ensure or warrant the security of the personal information against any possible loss or unauthorized access.

Your Rights

Subject to restrictions under the privacy and data protection laws in force in the EEA and UK you have the right to request from us access, corrections or amendments to, deletion, restriction and discontinuance of processing, and portability of your personal information as well as not to be subject to automated individual decision-making. Such requests can be sent to the contact email address given below.

Retention of Personal Information

We will only retain personal information for as long as necessary to fulfil the purpose(s) for which it is processed or as required by applicable law(s) to which we are subject, including to meet any accounting or reporting requirements.

Changes to This Privacy Policy

If we make any material changes to this Privacy Policy, we will post an updated Privacy Policy and highlight the changes. You can also tell if this Privacy Policy has changed recently by reviewing the Effective Date posted at the beginning of this Privacy Policy.

Contact Us

If you have any questions about this Privacy Policy, or our privacy practices, or any concerns or complaints about our use of your Personal Information, you can contact the Infineum UK Data Protection Representative at UKHR@Infineum.com.

If you think that your concern in relation to the use of your Personal Information has not been properly addressed, you may have a right to lodge a complaint with the Supervisory Authority for privacy in your country.

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