

Privacy Policy

1. Purpose of this policy

- 1.1. The purpose of the privacy policy is to inform you how EXHAUSTO A/S ("we", "us") process your personal data. It is our goal that you are aware of which information is collected and processed and – If possible – for how long they are stored. This privacy policy regulates the processing of personal data by EXHAUSTO A/S in connection with trading, interaction or other exchange of personal data with us.

2. Our processing of your data

- 2.1. EXHAUSTO A/S process your personal data if you are a customer, including using our online services (e.g. website, EXselectPRO or newsletter), and if you sign up for our job agent or apply for a job with EXHAUSTO A/S. We generally collect data directly from you and will not disclose it with third parties. We only process the data necessary for the purposes for which they are collected and we will delete your data when we no longer need to store it.
- 2.2. We process your data according to the General Data Protection Regulation (GDPR). In the sections below, you can read more about the different types of processing that we make.
- 2.3. Sales

In connection with the sale of goods and service assistance, we need to process personal data so that we can complete and fulfil a supply contract. This information includes contact information, purchase history and payment information.

When using our calculation programs, e.g. EXselectPRO, you need a login. When creating a login you will be asked to enter your name, email, company, phone no., country and language.

We process personal data in order to be able to fulfil a contract with our customers (GDPR art. 6(1)(b)). The information we process comes directly from our customers and we do not disclose information to third parties.

We keep customer information for up to 5 years after the end of the customer relationship.

2.4. Website

In connection with the regular operation of our website, we collect personal data about you via cookies to improve the website's appearance and user experience, as well as to compile statistics. We only collect your personal data if you have given your consent to it. You can withdraw your consent at any time. Read more about this in our [cookie policy](#).

2.5. Newsletters

When we publish newsletters and other marketing initiatives, we need to process your personal data (name and email). We only collect the data from you and we do not share it with third parties.

We process your data based on your consent (GDPR art. 6(1)(a)). You have the right to withdraw your consent by writing to gdpr@exhausto.dk, by calling by phone on +45 65 66 11 03 or by unsubscribing via the link that appears from each newsletter.

We keep documentation of your consent for 2 years after you unsubscribe from our newsletter, as any criminal liability expires after this period.

2.6. Job agent

When we send you emails about new job positions at EXHAUSTO A/S, we need to process your personal data (name and email). We only collect the data from you and we do not disclose it to third parties.

We process your data based on your consent (GDPR art. 6(1)(a)). You have the right to withdraw your consent at any time by writing us at gdpr@exhausto.dk, by calling on +45 65 66 11 03 or by unsubscribing via the link stated in each email.

We keep documentation of your consent for 2 years after you unsubscribe from our job agent as any criminal liability against us in relation to the marketing regulations expires after this period.

2.7. Job applicants

When you apply for a job position with EXHAUSTO Group, we process your data for recruitment purposes, including in assessing whether you are qualified for current or future positions at EXHAUSTO Group.

We process the personal data that appear on your application, CV and any attachments, including educational documents. This may include your name, contact information, date of birth, education,

references and other ordinary personal data. In some cases, we also ask for a residence permit, driver's license and a criminal record. If you have taken a personality test in the recruitment process, we also store the results of this test.

We generally do not encourage you to provide your full civil registration no. or other sensitive information, including information on racial or ethnic background, political, religious or philosophical beliefs, union affiliation, or health and sexual information. We do not need this information in the initial recruitment process.

Your data will be processed by relevant employees at EXHAUSTO Group. The processing takes place in order to enter into a contract with you or on the basis of our legitimate interests (GDPR art. 6(1)(b) og (f)). The result of personality tests is based on your consent (GDPR art. 6(1)(a)), which you have the right to withdraw at any time by writing us at gdpr@exhausto.dk or by calling on +45 65 66 11 03.

If you are not offered a position your information will be deleted when the specific position is occupied and the recruitment process is completed. If, on the other hand, you are offered a position, your application, CV and any attachments will be stored in a staff folder by the HR department.

3. Recipients of personal data

3.1. We process your personal data with confidentiality and we generally do not disclose your data with third parties. However, we may disclose your personal data if you have given your consent hereto or when we are required to do so by law.

3.2. We may entrust personal data to our system suppliers who process personal data on our behalf and according to our specific instructions.

3.2.1. We do not transfer your personal data to countries or organisations outside the EU/EEA. If we are required to transfer data outside the EU/EEA, e.g. to fulfil a contract with you, we will ensure this with a legal transfer basis.

4. Your rights

4.1. You have a number of fundamental rights in relation to the personal data regulations that you can use when we collect information about you. Your rights include the right to request access to and rectification or erasure of your personal data, restriction and objection to our processing, and the right to receive your data in a structured, commonly used and machine-readable format (data portability).

- 4.2. If our processing of your data is based on your consent, you have the right to withdraw your consent at any time. You can do so by writing us at gdpr@exhausto.dk or by calling on +45 65 66 11 03.
- 4.2.1. The above-mentioned rights may be associated with conditions and restrictions and will therefore in any case depend on a concrete assessment.
- 4.3. If you are dissatisfied with our processing of your personal data, you may file a complaint with the Danish Data Protection Agency via their website www.datatilsynet.dk or by calling at +45 33 19 32 00.

5. **Contact information**

- 5.1. The company responsible for processing your personal data is:

EXHAUSTO A/
Company Registration No.: 18 68 37 41
Odensevej 76
5550 Langeskov
Phone no.: +45 65 66 12 34

If you have any questions regarding our processing of your personal data, please feel free to contact our Personal Data Coordinator at gdpr@exhausto.dk or by phone at +45 65 66 11 03.

- 5.1.1. EXHAUSTO A/S is part of the French group of undertakings Aldes.

6. **Revision**

- 6.1. We reserve the right to revise and modify this privacy policy in connection with processing of personal data. In case of significant changes, we will contact you via email or via a visible notification on our website.
- 6.2. This privacy policy was amended on August 8, 2019.