# **Data Privacy Notice**

This Privacy Notice explains how NNIT processes your personal data. Please see the NNIT website under "Data Privacy Policy" for further information.

#### 1. Data Controller

The legal entities responsible (data controllers) for processing your personal data are the following companies in the NNIT Group:

NNIT A/S	NNIT CZ s.r.o.	NNIT Switzerland AG	NNIT Germany GmbH	NNIT UK Limited
CVR: 21 09 31 06	ID no.: 176 52 553	ID no.: CHE-114.517.994	ID no.: HRB 105107	ID no.: 9399926
Østmarken 3A	Bucharova 2641/14,	St. Alban-Vorstadt 94	Wiesenhüttenstrasse 11	c/o TMF Group, 8th floor
DK-2860 Søborg	Stodůlky	CH4052 Basel	60329 Frankfurt am Main	20 Farringdon Street
Denmark	158 00 Prague 5	Switzerland	Germany	London, EC4A 4AB
Phone: +45 7024 4242	Phone: +420 277 020	Phone: +41 44 405 9090	Phone: +49 69 66 36 98 73	UK
	401			
		Supervisory Authority:	Supervisory Authority:	Supervisory Authority:
Supervisory Authority:	Supervisory Authority:	Data Protection and	Die Bundesbeauftragte für	The Information
Datatilsynet	The Office for Personal	Information Commissioner of	den Datenschutz und die	Commissioner's Office
http://www.datatilsynet.	Data Protection	Switzerland	Informationsfreiheit	https://ico.org.uk/
<u>dk/</u>	https://www.uoou.cz/	https://www.edoeb.admin.ch/e	http://www.bfdi.bund.de/	
		doeb/en/home.html		

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NNIT Inc.	NNIT (Tianjin) Technology Co., Ltd	NNIT Digital & Life Sciences Philippines Inc.	NNIT Ireland Limited	NNIT Italia srl
ID no.: 101019412 116 Village Boulevard Suite 200-61 Princeton, New Jersey 08540 USA Phone: +1 (609) 945 5650	ID no.: 9112010466611117XF 20th floor, Building A, Jin Wan Mansion Nanjing Road 358 CN-300100 Tianjin Phone: +86 (22) 58856666  天津恩恩科技有限公司 南开区南京路358号今晚大厦A座20层 300100, 天津, 中国 传真: 86 22 27500121	ID no.: 2022110075134 10/F, 2251 IT Hub 2251 Chino Roces Avenue Makati City 1233 Philippines Phone: +63 2 889 0999	ID no.: 572620 3013 Lake Drive, 2 <sup>nd</sup> floor Citywest Business Campus Dublin D24 PPT3 Ireland Phone: +353 1 4693722	ID no.: 6278000481 Via Pier Capponi, 69 50132 Firenze Italy Phone: +39 5661901956

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### 2. Processing Activities

In NNIT we engage in the following processing activities as Data Controllers. Your personal data will only be accessible to NNIT employees with a work-related need to process the information or when NNIT uses authorized processors for processing of your personal data.

Purpose	Categories of Personal Data	Source	Legal Basis	Recipients	Rules for retention of data
Recruitment	Information related to recruitment, such as:  Name Address Educational background CVs Salary information	<ul> <li>The applicant (data subject itself)</li> <li>Third parties such as references and publicly available information</li> </ul>	information necessary to enter into an employment contract  GDPR Article 6(1)(f) – legitimate interests (recruitment).		6 months after completion of recruitment process or longer if consent is renewed by the data subject to be retained in recruitment systems.
Marketing and sales	<ul> <li>Name</li> <li>Address</li> <li>E-mail</li> <li>Cookies</li> <li>Website statistics (NNIT websites)</li> <li>Job title</li> <li>Organisation</li> </ul>	The data subject itself (recipients of marketing material)  Data gathered by NNIT system (e.g., traffic on NNIT websites).	<ul> <li>GDPR Article 6(1)(a) – consent for NNIT Group companies' marketing purposes and cookies.</li> <li>GDPR article 6(1)(a) for third parties marketing purposes</li> <li>GDPR Article 6(1)(f) – legitimate interests for NNIT for optimization of website administrative and finalization of presentations</li> </ul>	<ul> <li>NNIT Group companies¹</li> <li>Cookies service provider</li> <li>Joint presenters for the purpose of targeting presentations to the participants</li> </ul>	Contact information is held during a continued business relationship.  Information collected for marketing purposes based on consent is deleted if consent is withdrawn and otherwise deleted after 6 months of inactivity, which applies to both leads and customers.  Information collected from cookies are either automatically deleted after 14 days, if one or more cookies category are declined, or 12 months, if all cookies are accepted. Necessary cookies will

<sup>&</sup>lt;sup>1</sup> NNIT A/S and affiliates listed as data controllers above as well as SCALES A/S, Excellis Health Solutions LLC, Excellis Europe Ltd, SL Control US and UK. Version 1.3 2023-25-04

		automatically be added.

Purpose	Categories of Personal Data	Source	Legal Basis	Recipients	Rules for retention of data
Customer relations, contract and service management	<ul><li>Names</li><li>Addresses</li><li>E-mail</li></ul>	The data subject itself (e.g., when receiving e-mails or letters)  Data gathered/created by NNIT systems (e.g., mails)	GDPR Article 6(1)(f) – legitimate interest of NNIT in general contact with our customers and their representatives.	NNIT Group companies     Third party data     controllers (customers     or business relations).	Data is retained for the duration of a customer relationship. Data is deleted after the relationship has stopped and statutory limitations apply.
IT Service Management/Service Desk used for the provision of services to customers	Name     E-mail     UserIDs (such as initials)     Issues or errors	Customers' systems (e.g., AD or employee databases). Customers' end- users (data subjects themselves).	GDPR Article 6(1)(f) – legitimate interest of NNIT in general contact with our customers and their representatives.	<ul> <li>NNIT Group companies</li> <li>Third party data controllers (customers or business relations).</li> <li>Third party data controllers (customers)</li> <li>Third party service provider (Data Processors – such as ITSM and tool service providers.</li> </ul>	Data is retained for the duration of a customer relationship. Data is deleted after the relationship has stopped and statutory limitations apply.
IT administration	System administration such as:  Logs Audit trails AD (employee databases) Initials E-mails	NNIT systems	GDPR Article 6(1)(f) –     NNIT's legitimate     interests in ensuring     logical IT security     primarily as part of     customer contracts	NNIT Group companies.	Data is retained for the duration of a customer relationship. Data is deleted after the relationship has stopped and statutory limitations apply.

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Physical security	Video surveillance recordings     Log entries at access points (doors)	NNIT systems	GDPR Article 6(1)(f) – legitimate interest in ensuring security in office premises.	NNIT Group companies.	Data is deleted after 30 days as main rule.
	Head scans and/or fingerprints	NNIT Systems	• GDPR Article 6(1)(a) and Article 9(2)(a) (consent).		
Company split (transferring of customer personal data from NNIT to NewCo)	Personal data     related to     customer data     contained in IT     systems being     transferred from     NNIT to NewCo	Customers' systems     (e.g., AD or     employee databases)     Customers' end-     users (data subjects     themselves).	GDPR Article 6(1)(f) –     NNIT's legitimate     interests to ensure     appropriate transfer of     personal data from NNIT     to NewCo after closing     day.	NewCo	The retention period will follow the individual processing activity as stated above.

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## 3. Data transfers to countries outside the EU/EEA

NNIT will transfer your data to countries outside the EU/EEA. NNIT shares data internally with our affiliates China, the United States, Philippines, the United Kingdom, Switzerland, and Singapore. Data transfers will only be for specific purposes as specified in section 2, and NNIT will always make sure that there are adequate guarantees and safeguards for transfers outside the EU/EEA:

China Philippines Singapore United States	Standard Contractual Clauses
Switzerland The United Kingdom	EU Commission's Adequacy Decisions: Switzerland United Kingdom

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# 4. Your right

As Data Subjects you have certain rights. These are described in further detail in our Data Privacy Policy (available at the NNIT website under "Data Privacy").

You can exercise your rights by contacting the NNIT DPO (contact information is available at the NNIT website under "Data Privacy").

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