# Information about the processing of personal data

We are obliged by data protection legislation to inform you about our use of your personal data.

#### Data controller

Norlund A/S, CVR no. 25 35 77 52, Conradsminde 23, 9610 Nørager, phone: 9672 5500 is the data controller for processing your personal data.

### Personal data protection

According to data protection legislation, your personal information must be kept secure and confidential. We store your personal data on computers, systems and data media with restricted access that are located in controlled facilities, and our security measures are continuously checked to determine whether our user information is handled securely. However, we cannot guarantee 100 per cent security when transferring data over the internet. This means that there may be a risk of unauthorised access to information when data is sent and stored electronically. You therefore provide your personal information at your own risk, and you are generally encouraged not to send us personally sensitive information such as social security numbers or similar via email.

To the extent that personal data about you is stored and/or processed, you have the right under the Personal Data Act to be informed which personal data can be attributed to you. If it turns out that the information or data processed about you is incorrect or misleading, you have the right to demand that it be corrected, deleted or blocked. You may at any time object to information about you being processed. You have the right to complain about the processing of information and data concerning you. Complaints are filed with the Danish Data Protection Agency.

## Use of personal data

Personal data is never disclosed to third parties unless you explicitly authorise us to do so, and we never collect personal data unless you have given us this information yourself.

Personal data in the form of contact information and business communication is used to fulfil a sale, purchase or service in the context for which the data was collected.

#### Storage

We retain the collected data for as long as it is required for the fulfilment of the legitimate purposes for which the data was collected, including the fulfilment of our contractual obligations and as long as required by applicable law.

## Contact us regarding personal data

You have the opportunity to gain insight into what information is registered about you. In that case, you must contact jss@norlundwood.com.