

Appendix 1 – Description of processing

Description and purpose	Personal data	Legal basis	Other information
<p><u>Business relations:</u> We process your personal data for business purpose when you represent a company with whom we have business relationships; such as customers, suppliers, cooperation partners. We may also process personal data for marketing purposes in order to develop our business relations.</p>	<p>Name, phone number, e-mail, job title.</p>	<p>Our legitimate interest to maintain and develop our business relations.</p>	
<p><u>Newsletter:</u> We process your personal data when you subscribe for our newsletter.</p>	<p>Name, company, country, job title, e-mail, main interests with the subscription.</p>	<p>Our legitimate interest to provide you with marketing material.</p>	<p>You always have an option to unsubscribe as presented in each newsletter.</p>
<p><u>Contact through webpage or otherwise:</u> When you contact us through our webpage or by contacting our employees, we process your personal data in order to answer your question or to administrate the relevant matter.</p>	<p>Name, phone number, e-mail.</p>	<p>Our legitimate interest in helping you with the relevant matter.</p>	
<p><u>Events:</u> We process your personal data when you sign up for an event in order to administrate your participation.</p>	<p>Name, phone number, e-mail, job title, company, food preferences.</p>	<p>Our legitimate interest in administrating the event.</p>	
<p><u>Job applications (advertised):</u> We process your personal data in order to assess your</p>	<p>Name, phone number, e-mail, address, year of birth and other personal data that you provide to us in your job application and</p>	<p>Our legitimate interest in recruiting competent and suitable employees.</p>	

suitability for the relevant job.	during the recruitment process.		
<u>Job applications (spontaneous):</u> We process your personal data in order to assess your suitability for future job opportunities.	Name, phone number, e-mail, address, year of birth and other personal data that you provide to us in your job application and during the recruitment process.	Our legitimate interest in recruiting competent and suitable employees (during year one).	After one year, you will be given a possibility consent to continuous storage of your application.
<u>Investor relations:</u> We process your personal data in order to administrate the investor relations and to fulfil our legal obligations connected thereto.	Name, phone number, e-mail, address, investment details (number of shares etc.).	The processing is based on shareholder agreement and fulfillment on legal obligations.	