

### INFORMATION ABOUT OUR PROCESSING OF YOUR PERSONAL DATA

Last updated: 3 June 2019

#### General

Return OI AB, org.nr 559135-6406 ("ROI", "we", us") protects your privacy and strives for a high level of data protection. We therefore take appropriate technical and organisational measures to protect your personal data and to ensure that the processing is in accordance with applicable data protection legislation and our internal policies and procedures for handling personal data.

In this information text, which applies to everyone who submits their information via contact form on the website, we explain, among other things, how and why we process your personal data and what rights you have.

#### When personal data is collected

We collect and process personal data that you provide to us in connection with providing your contact information until us via the contact form on the website.

### Categories of personal data

We do not collect any personal data about you that you do not choose to provide to us. The main tasks involved are:

- Identification information picturesname, comapny name, person, organization number and IP adresses;
- Demographic data such as work and title; and
- Contactinformation such as adress, thelephone number and e-mail adresses.

# Purpose and legal basis of the processing

We may process your data for purposes where we have a legitimate interest in using the data. This applies, for example, to the use of the euro. if the data is used to follow up a completed service to third parties or to measure the performance of our services.

### Controller

ROI is the data controller for the information provided via contact form on the website and used for our purposes. Please note, however, that you also provide your information to the company that is marketed on the website.

### Access to personal data

We may share your personal data with related parties or a subsequent owner, partner and its advisorin connection with a merger, restructuring or sale of substantially all shares and/or assets or other reorganization. We may also share the personal data necessary to establish, enforce and exercise our legal interests. We may also share your personal data if it is subject to law or government regulation.

### Transfer to third countries

As a starting point, we do not transfer your personal data to countries outside the EU/EEA. In order for us to offer better services, we may pass on personal data to data processors who transfer personal data outside

EU/EES men som då är certifierade under exempelvis Privacy Shield eller på annat sätt godkända under gällande dataskyddslagstiftning.

#### Shelf life

Your personal data is deleted or anonymized when it is no longer relevant for the purposes for which it has been collected. This means that we can keep your personal data for a reasonable period of time after your last contact with us. When personal data is no longer needed, it will be deleted. Personal data may be stored longer due to a legal obligation, e.g. a legal obligation. for accounting reasons, or to protect our legal interests if, for example, it is not a matter of legal process is ongoing.

#### Your rights

You have the right to request information about what personal data we have stored about you at any time (free of charge once a year). If your information is incorrect, incomplete or irrelevant, you can request to have it corrected. You may also request that we delete your data provided there is no legal storage requirement, such as accounting rules or when there are other legitimate reasons that the data must be stored. If you wish to transfer your data from us, you also have the right to receive a copy of the personal data relating to you collected in a structured, machine-readable format (the right to data portability). This right only covers information that you have shared with us.

## Complaints

Should you be dissatisfied with the way we process your personal data, please contact us primarily on info@roi.se. If you are not satisfied with the way we handle your complaint, you can instead make your complaint to the competent supervisory authority, in Sweden currently the Swedish Data Protection Authority (www.datainspektionen.se).

### Contact information for the data controller

Return OI AB Org.nr 559135-6406 Gårdsfogdevägen 18A 168 67 Bromma, Tel. +46 8 557 661 98, E-mail. info@roi.se.

For questions about data protection or if you want to exercise your rights as described above, you can easily reach us at the specified email address.

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