

MECAL Privacy Statement

Version 1 - Last Updated May 25, 2018

As an international company, MECAL, and its subsidiary companies, take all confidential information seriously and are committed to ensuring that your privacy and the handling of your information is done in a professional and transparent manner. For that reason we have a regularly updated Privacy Notice which includes all relevant information regarding the collecting, processing and storing of personal data in accordance with the General Data Protection Regulation. For a comprehensive copy of this policy please contact legal@mecal.eu.

What information is collected and for what purpose?

MECAL strives to collect only the relevant and necessary information in order to fulfil its desired outcome related to the business activities associated with the information. This may include the names and contact details (home and/or work phone number, physical address and email address) of customers, suppliers, applicants and employees, for the purpose of sale or purchase of goods and services, employment and other business related communication. Additional information may include sensitive information and is not limited to, date of birth, nationality, governmental ID number, languages spoken, bank information and proof of insurance. MECAL maintains a registry of all processing activities for each of its business activities. For specific inquiries, please contact legal@mecal.eu.

What is the legal basis for collecting the information?

MECAL only collects and processes personal information when it has a legal basis for the processing of this information under applicable laws. Legal basis for processing personal data includes, but is not limited to, legitimate interest, legal obligations, vital interest of the data subject or by consent of an individual.

How does MECAL use personal data?

MECAL registers and processes personal data in order to deliver certain business related services. MECAL is guided by the principles of the GDPR when processing personal data.

1. MECAL will remain lawful, fair and transparent when collecting personal data.
2. MECAL will only collect personal data for specific, explicit and legitimate purpose.
3. MECAL will only collect relevant personal data in relation to the activity for which it is processed.
4. MECAL will do its best to maintain up to date and accurate information. If personal information is found to be inaccurate MECAL will update the information upon notice.
5. MECAL will store personal data only for as long as is needed for the original purpose or which is required by law.
6. MECAL takes confidentiality seriously and protects personal information against unauthorized or unlawful access and processing by implementing technical and organizational measures.

Your Rights

Should you believe that any personal data MECAL holds on you is incorrect or incomplete, you have the ability to request to see this information, rectify it or have it deleted. To exercise any of your rights or

raise questions about your personal data, please contact MECAL's Data Protection Officer at legal@mecal.eu .

Changes to Privacy Statement

MECAL reserves the right modify and update this Privacy Statement as needed. Any changes to this statement will be identified by updating the version number and date located at the top of this page.

Data Protection Officer

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