# **Privacy statement for Aquila Holdings**

Your privacy is important to Aquila Holdings and we are committed to protecting the integrity, availability and confidentiality of personal information. All processing of personal data in the Aquila Holdings shall comply with the privacy regulations in force at any given time, including the GDPR and the Personal Data Act.

This privacy statement provides additional information about what personal information is collected, how the information is collected and what rights you have if personal information about you is registered with us

#### Controller

Aquila Holdings ASA is responsible for the processing of personal data performed by the company.

The general manager of the Aquila Holdings ASA has the general responsibility for the processing of personal data performed by the Aquila Holdings. The responsibility for the daily follow-up of our compliance with the privacy regulations is delegated to our Privacy Officer.

# Our processing of personal data

Aquila Holdings processes personal data for the following main purposes:

- Information on current, former and potential employees for entering into and administering employment relationships (HR)
- Information on existing and potential customers to enter into and manage contracts
- Information about visitors to our website

## How long do we store your personal data?

Personal data will not be stored longer than is necessary to fulfill the purpose of the processing or statutory obligations we have, for example, the Accounting Act requires us to keep accounting documents for five years.

Furthermore, we will delete personal information about you if you ask us to do so, unless we have a legal basis or a statutory duty to store the personal information further.

## Will others have access to your personal data?

We may share your personal data with other companies within each of the main purposes of processing in the Aquila Holdings to the extent necessary to take care of the day-to-day operations. The legal basis for this is a legitimate interest, as we want to streamline operations and offer the best possible service. Furthermore, we will share your personal information with public authorities to the extent necessary to fulfill our legal obligations.

In addition, we will not share your personal information with other companies unless you agree to this.

#### Data processors

Aquila Holdings enters into a data processor agreement with all companies that process personal data on our behalf. Our data processors may not process your personal information in any way other than as agreed with us and described in this privacy statement.

# How long do we store your personal data for?

Personal information processed by Aquila Holdings ASA is stored on servers in Norway and Europe. We do not store personal information in countries outside the EU / EEA.

# Information security

We take information security seriously and have established appropriate security measures to protect the integrity, availability and integrity of your personal information. Access to your personal information is limited to employees who have a service need for such access. We will provide training to employees and third parties where relevant to promote awareness of our privacy policies and practices.

# Your rights as a data subject

You have the right to access, correct and delete personal information in accordance with privacy legislation. Furthermore, under certain conditions, you have the right to limit the treatment and to protest. In addition, in certain cases you have the right to data portability.

You can at any time withdraw any consent to the processing of your personal data, with the consequence that we must delete personal data that is processed on the basis of the consent.

You have the right not to be the subject of a decision that is based solely on automated processing that has legal effect for, or in a similar way to a significant degree, affects you.

Questions or requests for access to information registered about you can be directed to (nils.haugestad@aquilaholdings.no) or possibly by post to Aquila Holdings ASA, Askekroken 11, 0277 Oslo.

If you believe that we process personal data in violation of the law, you can direct a complaint to the Norwegian Data Protection Authority (post@datatilsynet.no).

If you have any questions or objections to the Aquila Holdings's processing of personal data, send an e-mail to the privacy representative (incidents@aquilaholdings.no)

#### Changes to this statement

If we make changes to this privacy statement, the changes will be published on this website 14 days before they are implemented.