

Privacy Notice

1 Introduction

In order to understand this Privacy Notice, it is necessary to understand basic concepts under Regulation (EU) 2016/679 of European Parliament and Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter: “**GDPR**”), such as: **personal data, processing and controller**.

Personal data is any information or a combination of which identifies an individual or which can identify an individual, such as name, surname, personal identification number, address information, location and alike.

Processing is any process on personal data such as collection, recording, structuring, storage, modification, insight, use, transfer and deletion.

Controller is a natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data.

Further, the scope of this notice relates to situations where ERICSSON NIKOLA TESLA d.d., located at Zagreb (Grad Zagreb), with business address at Krapinska 45, registration number: 080002028, PIN: 84214771175 (hereinafter: “**ETK**”), as a controller processes personal data belonging to persons which are not (i) employees of ETK or (ii) external workforce of ETK obliged to comply with necessary internal documentation of ETK (e.g. organisational and security, labour, business secret and alike) so that such compliance puts them in position similar to employees of ETK.

Relevant information on processing of Your personal data by ETK is given within the answers to questions listed below.

1.1 Why and on what legal basis is personal data processed?

1.1.1 Your personal data processed as it is necessary for:

- securing safe visiting environment of ETK business premises, which includes; obtaining necessary information from visitors at entrance of ETK’s premises, video-surveillance of parts of ETK’s premises and monitoring of WLAN@guest network of ETK;
- enabling connection to visitors of ETK official web page, which includes using necessary cookies; also, more information on necessary cookies is available at <https://www.ericsson.hr/en/privacy>

- negotiating, executing and administrating contracts of ETK, which includes exchange of usual business contact details of employees, as well as other information necessary for the said purposes (e.g. location, user name and password and alike);
- conducting recruitment, which includes obtaining CVs from job candidates and conducting further selection process (through appropriate tests and interviews);
- maintaining business continuity of ETK, which includes cooperation with universities and organization of events goal of which is providing information on career opportunities in ETK;
- managing necessary corporate actions, which includes invitations to annual general assembly, as well as other exchange of information which is prescribed under applicable law(s);
- marketing, which includes providing magazine of ETK and sending invitations to events where ETK's products and services are presented.

1.1.2 Processing of the personal data is lawful as:

- it is necessary for the performance of contracts with individuals, for example fulfilling contractual obligations towards shareholders, or
- it covers legitimate interests pursued by ETK, for example security and marketing, or
- it is necessary to comply with legal obligations of ETK, for example maintaining annual general assembly of ETK, or
- it is based on a freely given consent, for example through seeking employment.

1.2 What type of personal data is processed?

Personal data being processed may include, but is not limited to, name, age, nationality, education, work experience, references, certificates, address, phone number, email address, IP-address, work title, photos, user ID, system logs and access logs.

1.3 Does ETK collect special categories of personal data?

As a general rule ETK does not process special categories of personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, nor process genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation, unless required by law or when it is based on individual explicit consent or when it is necessary to protect the vital interests of the individuals, in case it is not possible to obtain a consent.

1.4 Where does the personal data that's being processed come from?

The personal data may originate (i) directly from individuals, for example job applicants, visitors and shareholders, or (ii) may be provided by employers of individuals, for example suppliers, business partners and clients of ETK, or (iii) may be collected from other available sources and systems, for example publicly available web-sites, cookies or video surveillance.

1.5 Is there a way of automated decision making or profiling done in ETK?

There is no automated decision-making being conducted. Profiling is limited only to standard selection decisions made within a recruitment process.

1.6 Who has access to personal data?

Personal data may, depending on category, sensitivity and purpose thereof be viewed by managers and employees of relevant departments of ETK (e.g. HR, IT, Security, PR, Sales and Sourcing), suppliers of ETK to whom processing of Personal data has been out-sourced on the basis of a contract, clients of ETK (e.g. needing contact details of a subcontractor's employees) and others having valid legal basis to do so (e.g. courts and regulatory agencies).

1.7 What information is provided when a consent is given?

When processing of personal data is based on a consent by individual he is always provided with the following information: (i) on ETK as the controller, (ii) relevant processing activities are stated, (iii) on purposes of processing, (iv) that the consent is optional and once given it can be withdrawn at any time, without affecting the lawfulness of processing based thereon before the withdrawal.

2 International data transfers

Certain activities of ETK may be out-sourced to suppliers that are located outside European Economic Area. This is done on the basis of data transfer agreements which secure an adequate level of data protection in accordance with GDPR and are available at Sourcing department of ETK.

3 Criteria used to determine period for storing of personal data

Personal data shall be kept in period necessary for the purpose of processing. In determining retention time for personal data, the following criteria shall be used:

- for performance of contracts with individuals, period while such contracts are in force, and sometimes, if needed, after their cessation (e.g. disputes with individuals);
- for legitimate interests pursued by ETK, period while such interests are pursued, for example while persons and property are being protected or while marketing materials are being sent;

- for need to comply with legal obligations of ETK, period while such obligation exists, for example while individual is a shareholder of ETK;
- for consent given by individual, period until reason(s) for the consent exist or until consent is withdrawn, whichever comes first, for example while job applicant is interested in applying for job in ETK.

4 Your rights

When it comes to the processing of your personal data, you have the following rights:

- (i) right of access to personal data;
- (ii) right of rectification of inaccurate personal data;
- (iii) right of erasure of personal data;
- (iv) right of restriction of processing of personal data;
- (v) right to object to processing of personal data;
- (vi) right to data portability; and
- (vii) right to withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal (when processing is based on such legal basis).

You also have the right to the right to lodge a complaint with the Croatian Personal Data Protection Agency.

Finally, if you wish to obtain further information, you can always contact Data Protection Officer of ETK to his email:

sluzbenik.za.zastitu.osobnih.podataka@ericsson.com or via phone +003851 3653 535 (ask for Data Protection Officer).