

PRIVACY POLICY

FOR

PROCESSING OF DATA ABOUT CUSTOMERS AND BUSINESS PARTNERS

1 INTRODUCTION

This privacy policy describes how OREV ApS (hereinafter "OREV", "we", "ours" and "us") collects and uses your Personal Data and your rights when we process such data.

2 THE DATA CONTROLLER

OREV is the Data Controller and as such collects and processes your Personal Data. Our contact details are as follows:

OREV ApS
CVR no: 3589 0890
Vestre Kongevej 7
8260 Viby J, Denmark
Phone: +45 86 10 71 37
E-mail: post@orev.dk

3 PURPOSES RELATED TO THE PROCESSING

As part of our administration of the customer relationship between you (or your employer) and OREV, we process personal information about you.

Generally, we process your Personal Data in order to manage our customer relationship and to exchange information, communicate using the telephone or in writing and forward invoices covering work performed and any products ordered.

We process your Personal Data in order to fulfil the contract entered into by you, or your employer, and OREV, as provided by Article 6(1) (b) of the General Data Protection Regulation.

Should the basis for our processing cease to exist, we can according to circumstances process your Personal Data on the balance of interests, as provided by Article 6(1) (f). This may become relevant if we have to contact you on other grounds or process your Personal Data in order to pursue a legitimate interest.

4 CATEGORIES OF PERSONAL DATA

The Personal Data we process comprise your contact details and ID information, including specifically your name, work e-mail address, title and phone number (collectively referred to as "Personal Data").

5 COLLECTION OF DATA

We mostly collect Personal Data from you personally. As part of our customer relation management, we may also receive information about you from your colleagues or others in your organisation.

6 DIVULGING YOUR PERSONAL DATA

Generally, the Personal Data collected and processed by OREV for the above purposes will only be divulged to third parties with your consent or as specified below.

In the event that OREV entrusts the processing of your Personal Data to a third party (one or more Data Processors), OREV will exclusively entrust such processing of your Personal Data to third parties who are able to process your Personal Data with the requisite safety, confidentiality and integrity. OREV has implemented appropriate control measures for the processing of your Personal Data by such third parties.

In the event of non-payment of an invoice, we can as the case may be divulge your data to a debt-collecting agency or a lawyer who will then undertake recovery of the sum due from your employer.

7 STORAGE PERIOD FOR YOUR PERSONAL DATA

OREV will only process and store your Personal Data for as long as we require to fulfil the above objectives, cf clause 3, and in order to attend to the interests of you, your employer and OREV in the best possible manner.

When determining the storage period, we will among others take into consideration whether a statutory storage period applies, examples of this are the Danish Bookkeeping Act and the Danish Limitations Act. We will also take into consideration whether there is an outstanding account between your employer and OREV, as an example this could be an unsettled invoice.

As our primary motive we will take into consideration whether it is likely that either you or your employer make use of OREV for a new project, place a new order with us, entrust us with a new job or otherwise engage in a commercial relationship with us within the next few years. In view of this, it is imperative for us that we are able to offer you the best and most immediate service should our paths cross again. Consequently, it may be relevant for us to review previous projects and correspondence since this approach may procure the best basis for our efforts.

In our assessment of the storage period, we will also take into consideration whether the Personal Data and any other data filed on the project may serve as documentation for advisory services and the prerequisites for this.

With this in mind, we will decide on a case-by-case basis whether to delete project data. As an example; if we discover that your employer has been declared bankrupt, and we have no outstanding amounts with them, there will no longer be any purpose for us to store your data and it will be deleted.

8 SECURITY OF PROCESSING

OREV has introduced and implemented necessary and appropriate security measures with the intention to protect your Personal Data against unauthorised or unlawful processing and against accidental loss, destruction or damage.

Should OREV divulge your Personal Data to Data Processors, as described in clause 6 above, OREV will ensure that these Data Processors also introduce and implement appropriate security measures in order to protect your Personal Data against unauthorised or unlawful processing and against accidental loss, destruction or damage.

9 YOUR RIGHTS

You have the right upon request to be informed about which data OREV processes about you.

If the data OREV processes about you are incorrect, incomplete or misleading, you have the right to have such data rectified, completed or blocked.

In certain cases, you may object against OREV's processing of your Personal Data or in certain cases you can ask OREV to restrict the processing of your Personal Data.

In certain cases, you may have the right to data portability, this includes having your Personal Data transferred to another Data Controller.

For further information about your rights or how to exercise these, you can contact us at

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Vestre Kongevej 7
8260 Viby J, Denmark
Phone: +45 86 10 71 37
E-mail: post@orev.dk

10 COMPLAINTS

Please do not hesitate to contact us if you believe that we process your Personal Data in violation of current legislation.

As another option, you may lodge a complaint about our processing of your Personal Data with:

The Danish Data Protection Authority
Borgergade 28, 5
1300 Copenhagen K, Denmark
Phone: +45 33 19 32 00
dt@datatilsynet.dk

11 TRANSFER TO THIRD COUNTRIES

Your Personal Data is processed within the European Union.

In the event that OREV initiates transfer or processing in countries outside the European Union, for example to store data using a cloud service provider, we take appropriate precautions to ensure that your Personal Data is processed securely and in compliance with this Privacy Policy and that a valid transfer basis is procured.

12 AMENDMENTS

OREV reserves the right to amend this Privacy Policy from time to time.

The Privacy Policy applicable at all times is available at our website www.orev.dk.