

## DATA PROTECTION NOTICE CONCERNING CORPORATE PARTNERS

Sika Nederland B.V., locations Utrecht (Zonnebaan 56) and Deventer (Duurstedeweg 7), (“[Sika]”), in its capacity as Controller, offers this notice concerning the protection of data of corporate partners (“Notice”) to offer an explanation of our practices in the field of the processing of personal data concerning our service providers, customers, suppliers, and other corporate partners (jointly referred to as “Corporate Partners”) and the employees of these Corporate Partners.

### 1. Scope:

This Notice applies to you if you:

- are a Corporate Partner of [Sika] as a natural person (such as a consultant or independent professional), or
- are an employee of a Corporate Partner who maintains contact with [Sika] on behalf of the Corporate Partner.

### 2. Categories of personal data and sources:

[Sika] process the following categories of personal data about you which [Sika] has obtained from you or from authorised third parties (such as your manager, government bodies, or public information sources);

- **Personal data about Corporate Partners who are natural persons:**
  - Name
  - Company contact details (email address, telephone number, mobile number)
  - Content of communication (such as emails or corporate letters)
  - Payment and/or invoice details
- **Personal data of an employee of a Corporate Partner:**
  - Name
  - Company contact details
  - Employer name
  - Position
  - Content of communication (such as emails or corporate letters)

[Sika] does not collect any non-company related data and no sensitive personal data of its Corporate Partners.

### 3. Purposes of processing, legal basis, and consequences:

Your personal data will be processed for the following purposes:

- implementing the contractual relationship with the Corporate Partner (including meeting the contractual obligations, invoice processing, communication activities, legal activities, and compliance activities),
- (direct) marketing activities and/or
- security and fraud prevention.

[Sika] relies on the following legal bases for such processing activities:

- implementing the contractual relationship with the Corporate Partner;
- a legitimate interest of [Sika], companies affiliated with Sika, or other third parties (such as government bodies or courts). The legitimate interest can specifically be: exchange of information throughout the group, (direct) marketing activities, prevention of fraud and abuse of IT systems, physical security, IT and network security, internal investigation, or activities related to acquisitions and mergers;
- compliance with statutory obligations;
- permission, if the above legal bases do not apply.

The provision of personal data is needed to conclude and/or implement the agreement with the Corporate Partner and takes place on a voluntary basis. However, if you do not provide any personal data, the management and administrative procedures performed for Corporate Partners may take more time or not be performed at all.

#### **4. Categories of recipients:**

The access to your personal data is limited to those persons who require this access to be able to perform their work and to the processors identified below. Insofar as necessary, [Sika] can share your personal data with companies of the Sika group for internal administrative and marketing purposes.

[Sika] can hire service providers who serve as processors in order to provide IT and other administrative support (such as service providers offering creditor management services, IT hosting services, or other maintenance services). These service providers act as processors of the Company based on the instructions of the Company. They may have access to your personal data insofar as this is necessary to provide such services.

If permitted or required by law, [Sika] may also share your personal data with government organisations, courts, external advisers, and similar third parties.

The revised list of data processors and third parties with whom we share data can be provided by the Company and the Data Protection Official upon request at the contact details set out below.

#### **5. Retention period:**

Your personal data will be kept by [Sika] and/or our service providers insofar as this is necessary to fulfil our obligations and during the period needed to achieve the purposes for which the data have been collected in accordance with applicable national legislation.

If [Sika] no longer requires your personal data to meet its contractual or statutory obligations, Sika will remove these data from our systems and archives and/or take measures to pseudonymise or anonymise the data in a suitable manner to ensure these can no longer be used to identify you, unless we need to keep your personal data in order to comply with laws or regulations to which [Sika] is subject, such as statutory retention periods.

**6. Automated decision-making**

The Company will not conduct any automated decision-making in the context of its relationship with its Corporate Partners.

**7. Your rights:**

You have the right to request access to the data about you kept by [Sika]. You can also request to correct, supplement, or remove incorrect data about you, and object against the processing of personal data about you for marketing purposes at any time, and unsubscribe from the newsletters. The request can be submitted to the Company using the specific online “Exercising your rights” form, available on the [Sika] website or through the following contact details.

[Sika] will handle any request to access, correct, supplement, or remove data in accordance with its internal policy rules and applicable statutory regulations. If you believe we have not met your request, you also have the right to submit a complaint to the competent data processing regulator in your country. If you have given permission for the processing of your personal data, you can revoke this permission at any time with future effect. Such revocation does not affect the legitimacy of the processing of data before this permission was revoked.

**8. Data security**

[Sika] maintains suitable security measures, including reasonable physical, organisational, and technical security measures, to protect its databases against unauthorised access, disclosure, modification, or destruction.

**9. Changes to this Data Protection Notice**

[Sika] reserves the right to amend this Data Protection Notice and will provide an amended Data Protection Notice which includes these amendments as required by law.

**10. Questions**

If you have any questions about this Notice or your rights, you can contact Hans Lunneker (Data Protection Official at Sika) by email ([lunneker.hans@nl.sika.com](mailto:lunneker.hans@nl.sika.com)).