

## **Personal data policy for customers of HP Schou A/S**

Here you can read how HP Schou A/S handles customers' personal data.

### **Personal data controller**

HP Schou A/S is the personal data controller, and we ensure that your personal data is processed in accordance with the relevant legislation.

Our contact details are:

Nordager 31  
6000 Kolding

CVR no.: 50102017  
E-mail: dk@hpschou.com  
Telephone: +45 8891 8000

### **We process the following personal data**

*When you use our website, we collect the following personal data:*

When you use our website, we use cookies. Cookies are a text file stored on your computer, mobile, or other device in order to recognise the user, remember settings, compile statistics and target adverts.

You have 3 options:

- Not to accept cookies
- Only to accept functional cookies
- To accept all cookies

If you choose not to accept cookies, your browser will not save the data and, for instance, you will need to log in each time you shop.

If you only accept functional cookies, data will only be saved in connection with the functionality of our webshop (login, if there are products in the basket, etc.)

If you accept all cookies, the browser will save all information.

*When you shop with us, we process the following personal data:*

- We register the following personal data when you shop with us:
  - Name, address, postcode, telephone number, e-mail address, CVR no., company name, industry, and primary product.
- The purpose of processing and legal basis
  - It is necessary for us to process personal data so that we can deliver the products you purchase from us and so that we can fulfil our warranty obligations.
- We do not pass your information on to a third party.
- Personal data is deleted 5 years after your transaction has been completed, unless the law requires us to save it for longer.
- Your data is processed in the same way regardless of where you are (Denmark, Norway, China, etc.)

## **Your rights**

- You are entitled to know what personal data we process about you.
- You are entitled to request that the personal data we hold about you be corrected or updated.
- You are entitled to request that the personal data we hold about you be deleted. If you would like us to delete your personal data, we will delete all the information that the law does not require us to keep.
- If our processing of personal data is based on consent provided by you, you are entitled to withdraw such consent, which means that the processing will stop, unless the law requires us to process the personal data.

## **Security**

We protect your personal data and have adopted internal rules regarding information security that include instructions and measures that protect your personal data against unauthorised publication and against an unauthorised party gaining access to or knowledge of the data.

We have established procedures for the granting of access rights to those of our employees who process sensitive personal data and data which reveals information about personal interests and habits.

If you wish to withdraw your consent and have your data deleted, please contact HP Schou A/S on the above telephone number. HP Schou's HR department will then be informed of this and will delete the relevant information immediately.

### **Board of appeal**

You can complain to the Danish Data Protection Agency regarding our processing of your personal data. For contact details and more about the complaints process, visit [www.datatilsynet.dk](http://www.datatilsynet.dk)