

Privacy policy - Teletec Connect AB (applicable from 1 January 2024)

1. General

Teletec values the protection of personal data and we have an ongoing effort to protect our customers' privacy. This policy ("Privacy Policy") describes how Teletec Connect AB, org.nr. 556470-4475, Ostmästargränd 8, 120 40 Årsta, e-mail: customeraccount@teletec.se, ("Teletec", "we", "us", and "our") processes personal data.

Teletec is the data controller for the processing of personal data conducted in accordance with this Privacy Policy.

2. Personal data that we process about you

The personal data we process about you are name, contact details, IP address and login details to the Teletec web portal.

3. Purpose and lawful grounds for processing your personal data

Teletec bases the processing of your personal data on two lawful grounds and for the purposes described below.

1. Some of the processing of personal data that we carry out is based on a so-called weighing of interests. This is done for:

- invoice management, payment and administration of the contractual relationship,
- the activation and administration of customer accounts in the Teletec web portal,
- managing deliveries, information and updates on your order, company news and operational failures; and
- contact and communication, for support, distribution of information and the organisation of events.

Our legitimate interest in processing your personal data based on a weighing of interests is to be able to administer contracts and fulfil our obligations towards our customers and suppliers (your employer), as well as to provide information about our business and related services and products and administer events.

2. In some cases, we process data to fulfil legal requirements and obligations. An example of this is the retention of information under the Swedish Book-keeping Act (1999:1078).

4. Information distribution

Teletec may process your personal data for information purposes. Your data may be used to send you information

about our business and events organised by Teletec by e-mail until you object to receiving such information from us. The easiest way to object is by following the instructions at the bottom of each email or by unsubscribing on Teletec's website.

5. Who can access your personal data?

Your personal data may be shared with third parties who process personal data on our behalf, known as processors. For example, our IT and system providers, as well as partners and other suppliers may have access to your personal data.

Your personal data may also be disclosed to the following actors who are themselves data controllers for their processing of your personal data:

1. Co-operation partners.
2. Other suppliers.

6. Transfer of personal data to third countries

As a general rule, we and our suppliers and partners only process your personal data within the EU/EEA. In the event that personal data is processed outside the EU/EEA, there is either a decision from the Commission that the third country in question ensures an adequate level of protection or appropriate safeguards, for example in the form of standard contractual clauses, binding corporate rules or the Data Privacy Framework, which ensure that your rights are protected. If you wish to obtain a copy of the safeguards we have put in place or information on where they have been made available, you can do so by contacting us as set out below.

7. How long do we keep your personal data?

We never process your personal data for a longer period than is permitted by applicable law, regulation, practice or official decision. The personal data that we process on the basis of a weighing of interests is generally processed for as long as it is necessary for us to be able to administer the contractual relationship, exercise our rights and fulfil our obligations in relation to your employer. Normally, this means that we stop processing your personal data when the contractual relationship with your employer has ended or when you terminate your employment with your employer. However, in order to fulfil legal requirements, such as the requirements of the Swedish Book-keeping Act (1999:1078), we may save your personal data for the longer period necessary to fulfil such legal requirements.

8. Your rights

In accordance with applicable data protection legislation, you have the right to access information about the personal data we process about you and the right to request the rectification of your personal data.

Under certain conditions, you also have the right to request the erasure of personal data or the restriction of the processing of your personal data or to object to our processing. Under certain conditions, you also have the right to obtain the personal data concerning you that you have provided to us in a structured, commonly used and machine-readable format and have the right to transmit it to another controller.

If you have any complaints regarding our processing of your personal data, you have the right to lodge a complaint with the Swedish Data Protection Authority or any other competent supervisory authority that supervises the processing of personal data by companies.

9. Contact us

If you wish to exercise your rights as described above or otherwise wish to contact us in relation to our processing of your personal data, you can do so by contacting us by telephone on +46 8-602 16 00 or by e-mail at info@teletec.se.

10. Changes to this Privacy Policy

Teletec reserves the right to amend this Privacy Policy from time to time and the current version is available at www.teletec.se.

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