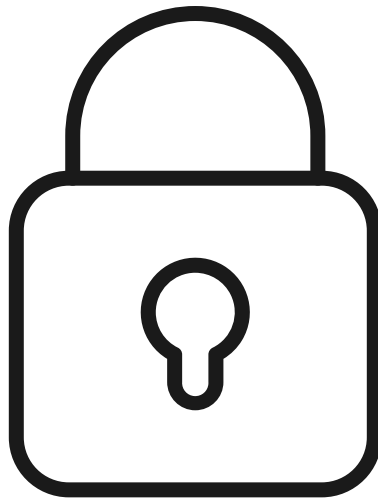




COMPUSOFT PRIVACY POLICY

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PERSONAL DATA POLICY

FOR CUSTOMERS, USERS, EMPLOYEES, AND APPLICANTS

PURPOSE

CompuSoft processes a number of personal data about its customers, users, employees and applicants. About which personal data CompuSoft processes, the purpose of the processing, the legal basis, and the storage period.

We process all personal data responsibly.

JOB APPLICANTS

Which Personal Data

CompuSoft processes regular personal data about applicants, including e.g., contact information, CV, education papers, recommendations, and other personal information which is suitable to be included in an assessment of the applicant. In certain cases, we also process social security numbers, criminal records, and sensitive information if this information is provided in the application or in a subsequent interview process.

Purpose

The processing takes place for the purpose of being able to carry out the recruitment of employees.

Legal Basis

The legal basis for the processing is EU Data Protection Regulation art. 6, subsection 1, litra a (consent).

Consent can be withdrawn at any time.

Storage Period

When you send an application to CompuSoft, we store the application and other information until we have decided whether the person in question should be employed.

If the application does not result in employment, the application and the information will be deleted as soon as possible and no later than 6 months from the application date, unless the applicant has given expressly consent to CompuSoft being allowed to store the application etc. for a longer period. If the application results in employment, the application, etc. are stored, cf. section "Employees".

EMPLOYEES

Which Personal Data

CompuSoft processes regular personal data about employees, including name, address, phone number, e-mail address, and other contact information, bank, pension, and tax information, social security number, ongoing evaluations, recording of telephone conversations, portrait pictures, days of absence, and other personal data relevant to the organization and execution of the work.

Purpose

The processing takes place for the purpose of organizing and carrying out the work at CompuSoft and to educate and train employees. The processing also takes place for the remuneration of the employee and the development and evaluation of the employee.

Legal Basis

The legal basis for the processing is EU Data Protection Regulation art. 6, subsection 1, litra b (contractual relationship).

Storage Period

CompuSoft stores the employee's personal data until all balances between the parties have been completed. The starting point is that the personal data is deleted no later than 12 months after the

end of the employment relationship, but for pending cases and for certain particularly trusted positions. Any recorded telephone conversations are deleted no later than 6 months after they have been recorded unless recordings form part of a pending case. Book-keeping information and information on employment law sanctions are stored for 5 years after the end of the employment year.

CUSTOMERS

Which Personal Data

CompuSoft processes customers contact information, purchase history, case history, points balance, points purchase, and points used to purchase support, card information and comments for CompuSoft.

CompuSoft processes customer behavior in our online helpdesk. E.g., opening behavior in connection with responses from the supporters and the like.

CompuSoft processes orders, offers, and invoices in our online helpdesk. E.g., order placements as well as larger or smaller projects.

Purpose

The processing happens for the purpose of confirming orders, delivering goods, collecting payment, providing customer service, and carrying out any crediting.

Processing also takes place to provide customers with relevant offers via e-mail or digitally, based on goods and services that the customer has purchased or is interested in.

CompuSoft also uses the information about the individual online customer's processing of sent emails from CompuSoft and the online customer's other digital behavior at CompuSoft to obtain general statistical knowledge about online customers' opening rates on sent e-mails and use of the digital platforms.

Legal Basis

The legal basis for the processing is EU Data Protection Regulation art. 6, subsection 1, litra b (contractual relationship).

Storage Period

Personal data about customers in CompuSoft's online helpdesk is deleted no later than 3 years after the latest delivery/case has been processed or cancelled. Bookkeeping information about a purchase or a credit is deleted when 5 years have passed from the end of the year of purchase or credit.

VIDEO SURVEILLANCE

Which Personal Data

CompuSoft processes image material from video surveillance of CompuSoft's facilities, including offices, warehouses, and outdoor areas.

Purpose

The processing takes place for the following purposes:

- To create safety and security for employees, suppliers, and customers
- To prevent and solve crime
- To protect CompuSoft's assets and values and provide insurance documentation, including
- Documentation in connection with accidents and injuries
- To prevent and solve unauthorized intrusions on CompuSoft's property

Legal Basis

The legal basis for the processing is EU Data Protection Regulation art. 6, subsection 1, litra f (balancing of interests).

If the video surveillance reveals criminal offenses or other sensitive information, the legal basis for the processing is § 8, subsections 3-5 of the Data Protection Act. 3-5, which are supplementary provisions to the EU Data Protection Regulation art. 9, subsection 2, litra f.

Storage Period

Alle video recording are deleted no later than 90 days after they have been recorded unless they are to be used as documentation in connection with specific cases.

COMPUSOFT'S APP AND WEB SHOPS

Which Personal Data

As stated in point 1.3 (customers), CompuSoft processes a number of personal data about people when they are logged in to CompuSoft.

When a customer or a customer's customer (hereinafter referred to as "user") use CompuSoft's app or web shops CompuSoft also processes the following personal data, provided that the user has consented to this by setting his mobile device as indicated below:

- If the user, through the settings of their phone, has allowed CompuSoft's app or web shop to send messages to the phone, this is registered.
- If the user, through the settings of their phone, has allowed CompuSoft's app or web shop access to the phone's location, this is registered.
- If the user, through the settings of their phone, has allowed CompuSoft's app or web shop access to the phone's camera, this is registered.

Purpose

The processing of the information about the access to send messages to the phone happens for the purpose of sending messages to the user's phone about relevant offers and services from CompuSoft and from our customers' businesses.

The processing of the information about the phone's location takes place together with the information about the access to send messages to the phone for the purpose of being able to send messages to the user's phone about relevant offers and services from CompuSoft and from our customer's company in the vicinity of the phone.

The processing of the information about access to the phone's camera takes place together with the information about the phone's location for the purpose of ensuring that the user can use the app function to scan goods, tickets, passwords, etc. as well as to pay for this in our customer's current store.

Legal Basis

The legal basis for the processing is EU Data Protection Regulation art. 6, subsection 1, litra b (contractual relationship), and litra a (consent), as far as marketing is concerned. Consent can be withdrawn at any time.

Storage Period

CompuSoft stores the information for as long as CompuSoft's app or web shop is installed on the user's phone.

END
