

INFORMATION NOTICE

Record of Processing

General Data Protection Regulation (2016/679), Articles 13, 14 and 30

Date of drafting: 23 January 2018

We may update or revise this Information Notice at any time, with any notice to you as may be required under applicable law. Your right to data portability and/or restriction of processing, if applicable, will become applicable as of May 25th, 2018.

1. Controller / Company	Orion Corporation (Company Identification Number: 1999212-6) Orionintie 1 02200 Espoo Tel. 010 4261
2. The person in charge / contact person	Associate Global Brand Manager Saara Heikari Orion Corporation Orionintie 1A 02200 Espoo Tel. 010 426 3944 e-mail: privacy@orion.fi
3. Name of the data file	Orion webcast streaming site information data file
4. The purpose for processing the personal data / the purpose for the use of the data file / recipients (or categories of recipients) of personal data / the legal basis for processing the personal data	<p>The collected data may be used to the following purposes</p> <ul style="list-style-type: none"> • To view and identify attendees of the event in question (the webcast) • To ask the attendees of the webcast for their feedback • To contact the attendees of the webcast to ask if they are interested in receiving further information of the product in question or to receive a visit of a sales representative of the company (the commercial purpose) <p>The legal basis for processing of the personal data is the legitimate interests of Orion as the data controller / development and maintenance of client relationship and direct marketing purposes (EU General Data Protection Regulation Article 6.1.fa).</p>
5. Content of the data file	The following personal data is collected in the data file: <ul style="list-style-type: none"> - Full Name - Occupational e-mail address - Occupation and specialty area - Employer and employer's address including country
6. Sources of information	Information is only received from the data subject.
7. Retention period of the personal data	The personal data shall be retained only for the period necessary to fulfil the purposes outlined in this description of the file unless a longer retention period is required or permitted by law, or until the data subject requests it to be removed.
8. The principles how the data file is secured	The data file is located on a web server protected with personal username and password. The server is protected technically and physically in a way that third party individuals cannot gain access to it. The access to the data file shall be granted only to those Orion employees and Orion's subcontractors involved in the management of the data file. Access (both reader and maintenance) can be gained only through special request
9. Right of access and realization of the right of	The data subject shall have the right of access to the data on himself/herself in the data file, or to a notice that the file contains no such data. The controller shall at

<p>access</p>	<p>the same time provide the data subject with information of the regular sources of data in the file, on the uses for the data in the file and the regular destinations of data.</p> <p>The data subject who wishes to have access to the data on himself/herself, as referred to above, shall make a request to this effect to the person in charge at Orion Corporation by a personally signed or otherwise comparably verified document.</p>
<p>10. Rectification, restriction of processing and erasure</p>	<p>A controller shall, on its own initiative or at the request of the registered data subject, without undue delay rectify, erase or supplement personal data contained in its personal data file if it is erroneous, unnecessary, incomplete or obsolete as regards the purpose of the processing.</p> <p>The data subject shall have the right to obtain from the controller restriction of processing, in case the data subject has contested the accuracy of the processed personal data, if the data subject has claimed that the processing is unlawful and the data subject has opposed the erasure of the personal data and has requested the restriction of their use instead; if the controller no longer needs the personal data for the purposes of the processing, but they are required by the data subject for the establishment, exercise or defense of legal claims; or if the data subject has objected to processing pursuant to the EU General Data Protection Regulation pending the verification whether the legitimate grounds of the controller override those of the data subject. Where processing has been restricted based on the above grounds, the data subject who has obtained restriction of processing shall be informed by the controller before the restriction of processing is lifted.</p> <p>If the data controller refuses the request of the data subject of the rectification of an error, a written certificate to this effect shall be issued. The certificate shall also mention the reasons for the refusal. In this event, the data subject may bring the matter to the attention of the Data Protection Ombudsman.</p> <p>The data controller shall notify the rectification to the recipients to whom the data have been disclosed and to the source of the erroneous personal data. However, there is no duty of notification if this is impossible or unreasonably difficult.</p> <p>Requests for rectification shall be made by contacting the representative of the data controller named under section 2. above.</p>