

PRIVACY NOTICE for BUSINESS PARTNERS

As the controller, Sika Automotive Hamburg GmbH (hereinafter "Sika") have prepared this privacy notice to inform you in accordance with the requirements of the Regulation (EU) 2016/679 (General Data Protection Regulation-GDPR) about the nature, scope and purpose of the processing of personal data of sales agents, customers, suppliers and other business partners as well as advertising activities in connection with the development of customer relationships.

1. GENERAL INFORMATION

a) NAME AND CONTACT DETAILS OF THE CONTROLLER

Sika Automotive Hamburg GmbH
Reichsbahnstr. 99
22525 Hamburg
Germany
Tel. +49 40 54 00 20
E-Mail: info.automotive@de.sika.com

b) CONTACT DETAILS OF THE DATA PROTECTION OFFICER

OBSECOM GmbH
Königstraße 40
70173 Stuttgart
Germany
Telephone: +49 711 46 05 025-40
Telefax: +49 711 46 05 025-49
E-Mail: datenschutz@obsecom.de

c) SCOPE

This Privacy Policy applies to you if you belong to one of these categories:

- Business partners of Sika as a natural person (for example, a consultant or a sole trader);
- Employees of a business partner who are in contact with Sika on behalf of such a business partner.

d) LEGAL BASES

Sika process personal data based on at least one of the following legal bases:

- The data subject has given consent to the processing of his or her personal data for one or more specific purposes pursuant to Art. 6(1)(a) GDPR;
- Pursuant to Art. 6(1)(b) GDPR the processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;

- Pursuant to Art. 6(1)(c) GDPR the processing is necessary for compliance with a legal obligation to which Sika are subject;
- Processing is necessary in order to protect the vital interests of the data subject or of another natural person pursuant to Art. 6(1)(d) GDPR;
- Pursuant to Art. 6(1)(f) GDPR the processing is necessary for the purposes of the legitimate interests pursued by Sika or by a third party.

In this privacy policy we refer to the respective legal basis of the individual data processing operations.

2. CATEGORIES OF DATA AND PURPOSES FOR PROCESSING OF DATA

a) CATEGORIES OF PERSONAL DATA

We collect personal data, as far as possible, from the data subject. If lawful, personal data may be collected to the extent necessary from public sources, other affiliated companies and / or other authorized third parties. We process the following categories of personal data:

Category	Examples
Personal information	Name, gender, job title, name of the employer
Contact details	Business address, phone numbers, mobile phone, e-mail address
Content of communication	E-mails and business letters
Payment and billing information	Bank details

b) PURPOSE OF PROCESSING

Sika may collect, process and use personal data for the following purposes:

Acquisition	Your name and telephone number will be used in the context of acquisition activity for contact by telephone, provided that, and according to § 7(2) Nr. 2 UWG, your presumed consent to establish contact is to be assumed. We use your address data to send you written information, seasonal mail (for example, Christmas greetings) or congratulations on birthdays. Personal data that you have provided to Sika when entering into a business relationship (for example, contact details of your business card) will be processed for the purpose of developing the business relationship. The legal basis is our legitimate interest in developing and maintaining a stable customer relationship in accordance with Art. 6(1)(f) GDPR.
Performance of a contract	If you are a contract party, Sika processes your contact details insofar as this is necessary for the implementation of pre-contractual measures or for the fulfilment of a contract that was made at your request (including the fulfilment of contractual obligations, invoice processing and contract-related communication). The legal basis for data processing is Art. 6 (1)(b) GDPR. If you are a contact person of our customer/business partner, we process your professional contact details for contractual and customer communication. The legal basis for data processing is our legitimate interest according to Art. 6 (1)(f) GDPR in maintaining business relations. In

	individual cases, Sika will pass on your contact details to subcontractors if necessary for the preparation of cost estimates and quotations for parts of the entire order. The legal basis is our legitimate interest in the conduct of regular business operations according to Art. 6(1)(f) GDPR.
Direct marketing	If you are a Sika customer and your e-mail address was collected in connection with the sale of goods or services, Sika may use it for direct marketing of their own similar goods or services. This only applies if you have not objected, and Sika clearly informs you of the possibility of objection when collecting the e-mail address and every time you use it. The legal basis of processing is Sika's legitimate interest in direct marketing according to Art. 6(1)(f) GDPR in connection with § 7(3) UWG.
E-Mail Newsletter	If you have consented to data processing, Sika may use your name and e-mail address for the purpose of sending e-mail newsletters on specific topics. The e-mail address will be used for this purpose until you withdraw your consent or unsubscribe from receiving the newsletter. Unsubscribing is possible at any time, for example via a link at the end of each newsletter. The legal basis of the data processing is your voluntarily given consent by means of the so-called double opt-in procedure pursuant to Art. 6(1)(a) GDPR.
Legal obligations	Sika also processes your personal data to comply with legal obligations to which Sika is subject. The obligations may arise, for example, from commercial, tax, money laundering, financial, criminal, administrative, criminal procedure, or civil procedure law. The purposes of the processing result from the respective legal obligation. As a rule, the processing serves the purpose of fulfilling state control and information obligations. The legal basis for processing personal data is Art. 6 (1)(c) or (e) GDPR.
Further purposes	Sika also process personal data in accordance with Art. 6(1)(f) GDPR in their own or a legitimate interest of a third party to enable group-wide information exchange, conduct internal investigations, conduct mergers and acquisitions, or to prevent fraud or misuse of IT systems, physical security, IT and network security.

3. RECIPIENTS

We only transfer your personal data to recipients outside Sika if this is necessary to process or handle your request, if there is another legal basis, or if we have your consent to do so.

a) Within the group

- To other legal entities within the group of Sika companies.

b) To third parties

- To external companies we use to provide services, for example in the area of technical infrastructure and maintenance.
- Where applicable, personal data will be transferred to acquiring or acquired companies and the relevant advisors if the Sika company with which you have a business relationship is sold or transferred, or another company is acquired and integrated into the relevant Sika company - including comparable cases before the

transaction (for example, during the due diligence phase) or after the transaction, subject to all rights available under law, including in jurisdictions where the other company is located.

- Personal data may be disclosed to public bodies (for example, office for public prosecution, courts, or tax authorities) if we are under an obligation of disclosure for legal reasons. The transfer is then made based on Art. 6 (1)(c) GDPR.

c) To data processors

- Where applicable, personal data is transferred to data processors who process such data on behalf of Sika in accordance with our instructions.

4. DATA TRANSFER

The transfer of data may include disclosure of data to recipients outside the EU/EEA. Some countries where recipients are established ensure adequate levels of data protection for personal data (such as Switzerland). For data transfer to recipients in third countries without an adequate level of data protection, Sika will take necessary measures to ensure that such transfers are adequately protected in accordance with applicable data protection legislation (for example, by implementing EU standard contractual clauses). A copy of the EU standard contractual clauses is available at: https://eur-lex.europa.eu/eli/dec_impl/2021/914/oj?locale=en

You may request from Sika a copy of the warranties under which your personal data is transmitted to third countries or to international organizations.

5. OBLIGATION TO PROVIDE DATA

The provision of your personal data is voluntary. While processing, it may be necessary for us to ask you for further information about yourself. If you do not wish to provide us with the additional information in such a case, this will of course not have any adverse consequences for you.

6. PERIOD OF DATA STORAGE

Unless otherwise provided for in this privacy notice, personal data will be deleted, if these data are no longer necessary in relation to the purposes for which they were collected or otherwise processed, and the deletion does not conflict with statutory retention requirements. In addition, we will erase the personal data processed by us in accordance with Art. 17 GDPR on your request, if the conditions provided therein are met. If personal data are required for other lawful purposes, they will not be erased, but their processing will be restricted in accordance with Art. 18 GDPR. In case of restriction, the data will not be processed for other purposes.

Sika will store personal data in connection with the performance of a contract will be stored for the duration of the contractual relationship and beyond if necessary. For example, data must be kept for 6 years pursuant to Section 257 (1) Nos. 2 and 3 German Commercial Code (HGB) and Section 147 (1) Nos. 2, 3, 5 German Tax Code (AO); data must be kept for 10 years pursuant to Section 257 (1) Nos. 1 and 4 HGB and Section 147 Abs. 1 No. 1, 4, 4a AO.

7. AUTOMATED DECISION MAKING

Sika does not do automated decision making as part of a business partner relationship.

8. YOUR RIGHTS:

As a data subject you have the following right:

- Pursuant to Art. 15 GDPR to request information about your personal data processed by us. You may also request information regarding the purposes of the processing; the categories of personal data concerned; the recipients or categories of recipients to whom the personal data have been or will be disclosed; the envisaged period for which the personal data will be stored, or the criteria used to determine that period; where the personal data are not collected from you, the data source; the existence of automated decision-making, including profiling, and meaningful information about the logic involved, as well as the significance and the envisaged consequences of such processing; the existence of the right to request rectification or erasure of data concerning you, the right to restrict processing or to object to such processing, the right to lodge a complaint with a supervisory authority. Finally, you have a right to know whether personal data has been transferred to a third country or to an international organisation, and, if so, the appropriate safeguards relating to this transfer;
- Pursuant to Art. 16 GDPR to demand the immediate rectification of inaccurate personal data and to have incomplete personal data that are stored with us to be completed;
- Pursuant to Art. 17 GDPR to demand the erasure of your personal data stored with us, unless the processing is necessary for exercising the right of freedom of expression and information, for compliance with a legal obligation, for reasons of public interest, or for the establishment, exercise or defence of a legal claim;
- Pursuant to Art. 18 GDPR to request the restriction of the processing of your personal data if the accuracy of the personal data is contested by you; the processing is unlawful but you oppose the erasure of the personal data and request the restriction of their use instead; we no longer need the personal data for the purposes of the processing, but they are required by you for the establishment, exercise or defence of legal claims; you have objected to processing pursuant to Art. 21(1) GDPR pending the verification whether our legitimate grounds override your interests;
- Pursuant to Art. 20 GDPR to receive your personal data, which you have provided to us, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller;
- Pursuant to Art. 21 GDPR to object to the processing of your personal data on grounds relating to your particular situation, or if you object to processing for direct marketing purposes and the legal basis for the processing are our legitimate interests pursuant to Art. 6 (1)(f) GDPR;
- Pursuant to Art. 7 (3) GDPR to withdraw your consent given to us at any time. As a result, we are no longer allowed to continue the data processing that was based on this consent in the future;
- Pursuant to Art. 77 GDPR to lodge a complaint with a supervisory authority, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement. A list of contact details of the data protection officers and supervisory authorities can be found on this website:
https://www.bfdi.bund.de/DE/Infothek/Anschriften_Links/anschriften_links-node.html.

If you wish to assert the data subject rights mentioned above, you can contact the Data Protection Officer of Sika at any time using the contact details above. To exercise your rights, you can also use this web form for sending us a **subject access request**:

<https://privacyportal-de.onetrust.com/webform/9aaa3e8a-b171-45d6-b15b-5e7dba70499a/f1eec563-697f-46fe-9bab-6cd2017f6a2e>