

## Privacy Notice

<b>Controller</b>	<b>.1</b>
FIT Biotech Oy Biokatu 12 33520 Tampere, Finland info@fitbiotech (hereafter "we")	
<b>Contact person for register matters</b>	<b>.2</b>
Tommi Holopainen tommi.holopainen@fitbiotech.com	
<b>Name of register</b>	<b>.3</b>
Customer and marketing register	
<b>What is the legal basis for and purpose of the processing of personal data?</b>	<b>.4</b>
The basis for processing personal data is the legitimate interest of the company based on customer relationship and/or other connection and the performance of a contract.	
The purpose of the processing of personal data is:	
fulfilment of contractual obligations and other undertakings of the company	✓
management of customer relations	✓
<b>What data do we process?</b>	<b>.5</b>
We process the following personal data of the customer or other data subject in connection with the customer and marketing register:	

<b><i>Business ID, name, address</i></b>	✓
<b><i>Name and email address of the contact persons and decisionmakers</i></b>	✓
<b><i>Language</i></b>	✓
<b><i>Information regarding the customer relationship and contract,</i></b> such as information of past and existing contracts and orders, other transactions	✓
<b><i>Information on preferred mode of contact and updated contact detail</i></b>	✓
<b><i>Other possible information collected based on the consent of the data subject</i></b>	✓
<b><i>Information collected from trade register and other registers for target marketing.</i></b>	✓

**From where do we receive information? .6**

We receive data primarily from the data subject when you sign a contract, attend client events, register as a user or use our services. For the purposes described in this privacy notice, personal data may also be collected and updated from publicly available sources and based on information received from authorities or other third parties within the limits of the applicable laws and regulations.

**To whom do we disclose data and do we transfer data outside of EU or EEA? .7**

We may disclose information in the context of pharmaceutical products' research projects to international biotech companies, pharmaceutical companies and academic research institutions.

We use subcontractors that process personal data on behalf of and for us. We have outsourced the IT-management to an external service provider, to whose server the data is stored. The server is protected and managed by the external service provider.

We transfer personal data outside of EU/EEA during pharmaceutical products' research projects. We have taken care of suitable safeguards for the transfer. We use standard contractual clauses accepted by EU.

**How do we protect the data and how long do we store them? .8**

Only those of our employees, who on behalf of their work are entitled to process customer data, are entitled to use a system containing personal data. Each user has a personal username and password to the system. The information is collected into databases that are protected by firewalls, passwords and other technical measures. The databases and the backup copies of them are in locked premises and can be accessed only by certain pre-designated persons.

We store the personal data for as long as is necessary considering the purpose of the processing.

We regularly assess the need for data retention in light of the applicable legislation. In addition, we take reasonable measures to ensure that the personal data in the register is not incompatible, obsolete or inaccurate considering the purpose of the processing. We rectify or delete such information without delay.

### **What are your rights as a data subject?**

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As a data subject you have a right to inspect the personal data concerning yourself, which is stored in the register, and a right to require rectification or erasure of erroneous, outdated, unnecessary or illegal data.

As a data subject, you have a right to object to processing or request restricting the processing and lodge a complaint with a supervisory authority responsible for processing personal data.

Insofar as you as the data subject have provided information in the customer register for processing on the basis of the data subject's consent or commission, the data subject has the right to access such data mainly in machine-readable format and the right to transfer such data to another controller.

For specific personal reasons, you also have the right to object to profiling and other processing operations, when the processing of your data is based on our legitimate interest. In connection with your request, you will need to identify the specific situation, based on which you object to the processing. We can refuse the request of objection only on legal grounds.

### **Who can you be in contact with?**

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All contacts and requests concerning this privacy notice must be submitted in writing or in person to the person mentioned in section two (2).

### **Changes in the Privacy Notice**

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Should we make amendments to this privacy notice we will place the amended statement on our website, with an indication of the amendment date. If the amendments are significant, we may also inform you about this by other means, for example by sending an email or placing a bulletin on our homepage. We recommend that you regularly visit our webpage and take note of possible amendments to this privacy notice. Kindly review these privacy protection principles from time to time to ensure you are aware of any amendments made.