

May 2018

GERNGLAS

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Gern Glas A/S – Personal data protection policy

In connection with the introduction of the General Data Protection Regulation, this policy describes what data and information we collect and what we use it for.

What is personal data and why do we collect it?

When you contact us, including when you contact us in the context of your work in a business we collaborate with, your information is personal data. Personal data is any kind of information that can identify you.

When you contact us by email, we collect and process such data to maintain a dialogue with our customers and the businesses they represent.

We only keep information you provide to us voluntarily by contacting us or otherwise consent to. We collect personal data so that we can:

- send you marketing material
- give you information on products
- send you service notifications
- process orders, order confirmations and invoices, and log communication

What personal data do we collect?

In principle, we collect and keep ordinary personal data which we need to register you as a customer and to manage our collaboration. During our collaboration, we process these types of data:



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- contact details such as business name, address, phone numbers and business email addresses
- names of contact persons
- email addresses of contact persons
- phone numbers of contact persons
- data from web browsers, e.g. IP addresses, language and browser types, and
- we keep email correspondence where relevant to our collaboration

For how long is this data kept?

We keep your data for as long as this is necessary. This means that when collected data is no longer relevant to us, it will be securely deleted.

Right of access

As a customer you have the right of access to the data we keep about you. You can also always object to the use of your data if it is no longer necessary for us to keep it. If you no longer want us to keep your data, you have the right to request that we delete it, but only if it is no longer necessary for us to keep this data. If you no longer wish to receive email marketing from us, you have the right to withdraw your consent. Please note, however, that this form of communication does not include administrative notifications such as order confirmations, emails in connection with orders and similar.

