

Information on the processing of personal data

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1. What is personal data and what is processing?

Personal data is all sort of information which directly or indirectly can be linked to a physical living person. For example, images and audio recordings processed in a computer can be personal data, even if no specific name is linked with the picture. Encrypted details and different types of electronic identities (e.g. IP number) are also personal data, if they can be linked to physical persons. Even GPS coordinates can be personal data if they reveal where a person is located, for example.

Processing of personal data is defined as everything that is being done to the personal data. Each action that is being made with personal data constitutes processing, regardless of whether this is performed automatically or not. Examples of standard processing include collection, storage, modification, transferring, sharing and erasure.

Any person whose personal data is processed by Preem is categorized as a 'data subject'.

2. Who is responsible for the personal data that is collected?

Preem AB, corporate ID number 556072-6977, at Warfvings väg 45, 112 51 Stockholm, is acting as the personal data controller for the company's processing of personal data.

3. From which sources do we collect your personal data?

The sources from which we obtain data are the following:

- a) You; the personal data we process is most often information you provide us with, e.g. when you as a customer to be or as an existing customer enquire about a particular product or service and thereby provide your personal data to us, but also the data we receive through your use of our products, such as the purchases you make or how you use our services. It may also be when you communicate with us in a professional capacity (e.g. by e-mail or through common collaborative solutions), when you in your professional capacity apply for access to Preem's depots or refineries, or when you contact us or use our digital channels.
- b) Information from public registers: e.g. address details or vehicle data. This is collected in order for us to be sure we have your correct address or vehicle details.
- c) Details of creditworthiness from credit rating agencies, banks or businesses providing public records in conjunction with an application for a bank card or credit product.



4. What processing of your personal data do we conduct and for what purpose (why)?

Like most organisations, Preem processes different personal data for different purposes, depending on the relationship that you as a data subject have with us. In this text we have chosen, based on your relationship with Preem, to divide the information into different categories of data subjects: **Private customer**, **Corporate customer**, **Supplier**, and **Partner & Other**.

This allows for you as a data subject to more easily find information on how your specific personal data is being processed by Preem.

The processing of personal data is often differentiated depending on the category of the data subject; however, some parts of the processing of different categories are similar. Heading 4.1 below explains the processing that is common for all categories of data subjects.

4.1 All categories of data subjects

To the extent necessary, Preem may process personal data with the purpose of establishing, exercising and defending legal claims, such as in conjunction with claims and complaints, crime reports, incidents and legal proceedings.

Preem conducts camera surveillance of its fuel stations with the purpose of preventing and investigating crime. The monitoring is being conducted on Preem's designated area at our fuel stations, such as at pumps and payment terminals. Preem's purpose is to only store video footage for as long as we deem necessary for any crime to be discovered and submitted to the relevant authorities. The lawful basis is authorisation based on the Swedish Camera Surveillance Law.

Preem reserves the right to GPS tag and track Preem's vehicles and valuable equipment with the purpose of preventing crime, including at refineries, depots and stations. The lawful basis is Preem's legitimate interest in protecting its property.

For all types of service issues and all incident reporting related to Preem's business operations, the personal data processed is that relevant to deal with the relevant issue and which the data subject themselves provides for the issue. The only time that Preem may process special categories of personal data (data on health, trade union membership, etc.) is when it is needed in establishing, exercising and defending legal claims.

Refineries and depots

Due to Preem's refineries and depots holding protected status, there is an increased need for security, leading to the need for processing of personal data in certain security systems. This includes enhanced control of your identity in order to guarantee that you have right to access the area.



Video surveillance at refineries is carried out with the purpose of preventing and investigating crime. Preem's refineries hold protected status and follow the Swedish Installations Protection Act for this video surveillance.

The reporting of any incidents and accidents is made on occurrence, where personal data processing is only carried out to the extent required in each situation, such as to identify the parties involved, follow up incidents, as well as to be able to establish, exercise and defend legal claims.

Card products

Your transaction behaviour may, as a private or corporate customer, be monitored and analysed, in a way that corresponds to profiling, with the purpose of preventing fraud against you as a customer as well as Preem. This processing is necessary in order to ensure our and your legitimate interest in protecting your assets, Preem's assets and the assets of others.

4.2 For private individuals

For the absolute majority of its fuel stations, Preem uses a franchise structure in regards to staffed stations, run by independent business owners. This means that Preem is not the personal data controller for a large proportion of the personal data processing that occurs at Preem-branded fuel stations, as in these locations, Preem does not control how or why your personal data is used. The personal data controller is the independent business owner.

In regards to Preem's card business, and the processing that occurs at Preem's unmanned stations, Preem does determine the purpose and means for a large proportion of this.

4.2.1 Card customers

Lawful basis

The processing below is based on Preem's legitimate interest. Preem has an interest in being able to administer the relationship between you and Preem, and to be able to advertise our products and services to you. The advertising is based on your personal data and your purchase history, and is sent to you via post, email and text message, etc. In order to be able to send targeted information and advertisements that is judged to be of interest to you, your personal data will be used for what is known as 'profiling'. Profiling means that your personal data is analysed to understand which offers you will likely think are of interest. We do not use sensitive personal data, we therefore consider our interest in administering your application and contract, to carry out marketing and customer analysis and to advertise our services outweighs your interest in not having your personal data processed for this purpose. Our assessment is that we have, as classified by law, a 'legitimate interest'.

In order for us to send offers of other products and services, i.e. which are not similar to the products and services we provide, we will base this on your consent. You consent to this separately in conjunction with your application for our cards.



Processing of your personal data for our collaborative partners to use in order to send offers to you will also be based on your consent. You consent to this separately in conjunction with your application for our cards.

If you change your mind, you may at any time withdraw your consent by contacting Preem's customer services on +46 (0)20 450 450.

Retention limitation

We process your personal data as long as you hold a Preem Private Card or Preem Mastercard, or have connected your current payment card to Preem. If you choose to terminate the service, we will retain your data for a further three years.

Processing

Preem Private Card and Preem Mastercard

Preem offers card products to both private individuals and corporate customers. For the Preem Private Card or Preem Mastercard services, Preem has a collaboration with Ikano Bank AB to provide credit, where Ikano is the personal data controller for parts of the processing of your personal data.

When you apply for the service via Preem's website, you will be transferred to Ikano's website in order for Ikano to issue the credit and deliver the card. More information on this and Ikano's processing of your personal data is available on [Ikano's website](#).

Once you are a customer and use your card at Preem-branded stations, your transactions will be registered by Preem.

We process your personal data to be able to administer the relationship between you and Preem and the bonus you are offered through having chosen Preem Private Card and Preem Mastercard. We also process your purchase history at Preem in order to carry out marketing activities and customer analyses. Unless you have requested a direct stop to advertisements, we also process your personal data and purchase history so that we at Preem can target advertising and various offers to you, by post, email, text messages and other medias. If you consent, we can also process your personal data to provide you with offers via email and text message from our collaborative partners.

Connected payment card

Preem also allows you to connect your current payment card to Preem's bonus system in order to get discounts on fuel each time you fill up and pay with your connected payment card at branded sales locations. Information on how your personal data is processed can be found in [the general terms and conditions for the connected bank card](#) (text in Swedish).

Credit reports are used for private individuals when applying for a card and are used for corporate customers in order to grant credit (relevant for sole proprietorships).



4.2.2 Other processing

Invoices

Your personal data may occur in the processing of invoices, orders, payments, reference details as well as in cases where we need to identify our counterparty. Your personal data is processed as reference details, as these are needed to execute the payment.

Customer surveys

As a Preem customer, your personal data may be processed when you are contacted by Preem for customer surveys in conjunction with customer service. The purpose of the personal data processing is to be able to improve our service to you as a customer.

Value checks

If, as a Preem customer, you purchase any of the value checks that Preem offers (e.g. gift cards), your personal data may be processed in conjunction with this, if you choose to have the value check sent by e-mail or text message. The purpose of this is to be able to deliver the product to you as a customer.

4.3 For corporate customers

As an employee of a company that is a customer of Preem, your personal data may exist in various documents that Preem creates. As the company is the customer, it is primarily details of the company that are processed; your personal data will only be processed to the extent that you represent the company.

As a sole trader, all information linked to the company is deemed to be personal data, which means that the amount of personal data processed will be more extensive.

4.3.1 Corporate products and services

Lawful basis

As a rule, processing is being conducted on the basis of Preem's legitimate interest in being able to administer the contract relationship that exists with Preem corporate customers. Any other lawful basis will be specifically stated in the description of the processing.

If you are the owner of a sole proprietorship, your personal data is processed based on the contract you have with Preem, alternatively Preem's legitimate interest in being able to administer the contract relationship that exists with Preem's corporate customers.

Retention period

As a rule, your personal data is retained for as long as you are a relevant representative of the company and as long as the organisation is a customer of Preem. When this is no longer the case, your personal data will be deleted. If your personal data is part of any data that is required to be retained due to accounting legislation, your data will be saved as long as there is an active contract between the organisation and Preem, and for ten years afterwards.



Processing

Card products, benefit programmes and mobile app

A large part of Preem's personal data processing for corporate customers involves company fuel cards, SÅIFA cards, mobile apps and benefit programmes. If you hold a company fuel card, SÅIFA card, have the mobile app or are a member of any of Preem's Benefit programmes, we refer to the terms and conditions available for each service on the pages below. For these services, Preem has judged itself personal data processor, as Preem provides a service that you as a customer choose how to use.

General terms & conditions - [Company fuel card](#)

General terms & conditions - [SÅIFA card](#)

Benefit programme – [Corporate Plus](#)

Benefit programme - [SÅIFA rewards](#)

Mobile app – See the application for the relevant service at www.preem.se

4.3.2 Other processing

Besides the above services, your data may also exist in the following processing:

Contracts

If you hold a position within a company that is a corporate customer of Preem, where the role means that you are involved in the contract processing, Preem may process your personal data by storing contracts and related materials as well as processing additions and amendments to existing contracts. The purpose is to be able to administer the contract relationship and document who has provided which data.

Invoices

Your personal data may exist in the processing of invoices, orders, payments, reference details as well as in cases where we need to identify our counterparty. Your personal data is processed as reference details, as these are needed to execute the payment.

Credit reports

If you are the owner of a sole proprietorship, Preem will process your personal data in relation to the company with the purpose of carrying out credit reports when you apply for a company fuel card or SÅIFA card. The personal data we process is your personal identity number, name, contact details, financial details (including income, turnover and any non-payment records). The processing is necessary for Preem to be able to fulfil the legal obligations we have.

Deposits

If you are the owner of a sole proprietorship, Preem will process your personal data in relation to the company when you make a deposit in order to shop goods at Preem.



Customer surveys

As a representative of a corporate customer of Preem, your personal data may be processed when you are contacted by Preem for customer surveys in conjunction with customer service contact. The purpose of the personal data processing is to be able to improve our service to you as a customer.

Value checks

If, as a representative of a corporate customer of Preem, you purchase any of the value checks that Preem offers (e.g. gift cards), your personal data may be processed in conjunction with this, if you choose to have the value check sent by e-mail or text message. The purpose of this is to be able to deliver the product to you as a customer.

Loading

Preem has several methods of handling the loading of fuel products at depots and fuel stations. If you work as a representative for a company that is a customer of Preem and which loads fuel products at Preem's depots, your personal data may be processed by Preem with the purpose of ensuring the correct products are loaded for the right customer. This may transpire in Preem's own systems as well as collaborative solutions.

In the same way we need to handle authorisation controls for depot sales, as well as check that you are permitted to enter Preem depot zones.

Operative disruptions at depots

As a contact person for retailers, your personal data may be stored and used to contact you if there is an operational disruption at depots. The purpose is to be able to inform you and make things easier if you are impacted by this in your work.

Collaborative solutions - Retailers

If you represent one of Preem's retailers, your personal data may occur in internal collaborative solutions with the purpose of enhancing communication between Preem and the retailer.

4.4 For suppliers

The person whose relationship with Preem can be categorised as a supplier, is among others you who are responsible for upkeep of Preem-branded fuel stations (a so called 'caretaker'), you who are the driver of transports, contractors within Preem areas, or other general suppliers of goods/services to Preem.

As an employee of a company that is a supplier to Preem, your personal data may exist in various processing that Preem conducts. Personal data generally comes from you as a data subject in the work related tasks you carry out for the organisation you represent.

When the company is a supplier, it is primarily details of the company that are being processed; your personal data will only be processed to the extent relevant when representing the company.



As a sole trader, all information linked to the company is deemed to be personal data, which means that more personal data will be processed for these suppliers.

Lawful basis

As a rule, processing is being made on the basis of Preem's legitimate interest in being able to administer the contractual relationship that exists with Preem suppliers. Any other lawful basis will be specifically stated in the description of the processing.

If you are the owner of a sole proprietorship, your personal data is being processed on the basis of the contract you have with Preem, or Preem's legitimate interest in being able to administer the contract relationship that exists with Preem's suppliers.

Retention period

As a rule, your personal data is retained for as long as you are the relevant representative for the company and as long as the organisation is a supplier to Preem. When this is no longer the case, your personal data will be deleted. If your personal data is part of any data that has to be saved due to accounting legislation, your data will be saved as long as there is an active contract between the organisation and Preem, and for ten years afterwards.

Processing

Premises and equipment

If you as a property owner or landlord rent your premises to Preem, your personal data may be processed in relation to this. This is done with the purpose of administering the joint contractual relationship.

If you work as a caretaker or contractor at a Preem-branded fuel station, your personal data may be processed when Preem needs to administer the construction and maintenance of Preem premises and equipment. The purpose of the processing of your personal data is to be able to communicate with you, ensure follow-up of contracts and to administer invoicing.

Inventory control of fuel stations, depots and refineries

In order for Preem to provide Preem-branded fuel stations with goods, your personal data as a caretaker needs to be processed to check stock, deliveries, sales at stations and similar. Personal data is processed for the purpose of ensuring that checks are carried out by authorised caretakers.

If you are an inspector, agent or vessel captain delivering goods to Preem depots and refineries, your personal data is registered for the purpose of ensuring that only the authorised parties process and deliver the goods, and ensure the right goods has been delivered.

If you are a contractor or other supplier working at Preem refineries, your personal data may be processed in internal solutions for handling materials, goods and transport, for the purpose of being able to trace who has carried out which actions.



Pricing

As a caretaker, driver or other contractor, your personal data may be processed when you report and manage pricing at stations. This is done in order to be able to administrate and manage pricing at Preem-branded fuel stations and give the end customer the correct price.

Access control systems

As a driver, contractor or other supplier, your personal data may, much like an employee, be processed in various access control systems via electronic and physical keys, when you are working on the same premises as Preem employees. This is done with the purpose of ensuring that only authorised staff enters Preem premises.

In the event of disputes or random controls, extracts from the access control system register may be requested by Preem or suppliers with the purpose of reviewing that deliveries have been made and at what time. A supplier's management team may request lists of time registrations for their own staff for random controls or when a dispute arises.

Contracts

If you hold a position within a company that acts as a supplier to Preem, and where the position means that you are involved in contract handling, Preem may process your personal data by storing contracts and related materials as well as handling additions and amendments to existing contracts. The purpose is to be able to administer the contract relationship and document who has provided what data.

Invoices

Your personal data may exist in the handling of invoices, orders, payments, reference details as well as in cases where we need to identify our counterparty. Your personal data is processed as reference details when these are needed to execute a payment.

Sourcing

If you hold a position within a company that acts as a supplier to Preem, and where the position means that you are in contact with Preem when Preem makes purchases and procurement, Preem may process your personal data with the purpose of administering sourcing and procurements.

Loading and unloading products

Preem has different ways of handling the loading and unloading of fuel products at depots. If you work as a representative for a company (as a driver, contractor or other supplier) that loads and unloads fuel products at Preem depots, your personal data may be processed by Preem with the purpose of managing stock controls, track the loading of supplies, tracking the management of hazardous goods, administering access control for the management and sales at depots, as well as for checking that you have the authorisation to enter Preem's depot premises.



Maintenance and operations for refineries

Oil refineries require resources for operation and maintenance. As a representative of a contractor or other supplier, if you carry out maintenance and operational work at Preem refineries, your personal data may be stored for the purpose of being able to enable time registration, and to administer and manage the work you conduct at Preem refineries.

Training at refineries

If you are a representative for a contractor or other supplier, working with maintenance at a refinery, we need to store your personal data in order to ensure you have the competence required by the petroleum industry.

Construction work at refineries

As a representative for a contractor or other supplier, your personal data may occur in internal diagrams, risk analyses and project documentation with the purpose of tracking who has conducted the construction work, evaluated it and participated in the actual project work.

Health care at refineries

If you as a contractor or other supplier have access to health care at Preem's refineries, we process the personal data that you provide when you visit the health care centre; in these instances you must be able to identify yourself. Preem process all your personal data in accordance with the requirements of the Swedish Patient Data Act in respect of purpose and handling. Health care at Preem's refineries is classified as private health care, with Preem as the personal data controller. More information is available at the doctor's office at each Preem refinery.

Operative disruptions at refineries and depots

As a driver or contact person for transportation companies, your personal data may be stored and used to contact you if there is a disruption in operations at refineries or depots. The purpose is to be able to inform you and make things easier if you are impacted by this in your work.

Safety training – Depots and refineries

As a driver, representative for a contractor or other supplier, your personal data may be stored with the purpose of validating that you have undergone the necessary safety training in order to enter Preem's depots and refineries.

Training – General

As caretaker or representative for other suppliers, your personal data may be registered and stored when you participate in internal training sessions, in instances when Preem needs to train staff in necessary issues across the organisation. The purpose with the processing of personal data is to be able to spread the training to data subjects and to follow up on participation.



Collaborative solutions

If you possess the role as caretaker or otherwise work at Preem-branded fuel stations, your personal data may occur in common collaborative solutions which aim to simplify communication between Preem and staff at Preem-branded fuel stations. Your personal data is stored to enable and simplify said communication.

Product testing

If you are the representative for a contractor or other supplier to Preem, and if you have requested access and are authorised, your personal data may occur in Preem's internal systems for the testing of petroleum products, with the purpose of tracking who has ordered and conducted the tests.

4.5 Partners & Others

Data subjects whose relationship to Preem can be categorized as Partner or Other, are those who are representatives of insurance companies, trade unions or other partners, as well as those whose relationship with Preem does not suit any of the above categories of data subjects.

As a representative of an organisation that is a partner to Preem, your personal data may occur in various processing activities that Preem conducts. Personal data generally comes from you as a data subject in the work tasks you conduct for the organisation you represent.

When the organisation is a partner to Preem, it is primarily data surrounding the relation that are processed; your personal data will only be processed to the extent you represent the organisation. For other categories of data subjects, your personal data is also only processed for the purpose of administering the relationship between you and Preem.

As a sole trader, all information linked to the company is deemed to be personal data, which means that the amount of personal data that is being processed will be more extensive.

Lawful basis

As a rule, processing is based on Preem's legitimate interest of being able to administer the common contracts or interests that exists with the organisations that are partners with Preem.

For other categories of data subjects, processing is based on Preem's legitimate interest of being able to administer the common contracts or interests that exist.

Any other lawful basis will be specifically stated in the description of the processing.

If you are the owner of a sole proprietorship, your personal data is processed based on the contract you have with Preem, alternatively Preem's legitimate interest of being able to administer the contract relationship that exists with Preem's partners and other categories of data subjects.



Retention period

Your personal data is in general retained for as long as you are the relevant representative for the company and as long as the organisation is a partner to Preem. When this is no longer the case, your personal data will be deleted. If your personal data is part of any data that has to be saved due to accounting legislation, your data will be saved as long as there is an active contract between the organisation and Preem, and for up to ten years following.

Processing

Properties - Tenants

If you as a private individual, an owner of a sole proprietorship or if you represent an organisation renting premises from Preem, your personal data may be processed in relation to this. This is carried out with the aim of administering the joint contractual relationship.

Guarantor

If you are the guarantor for one of Preem's corporate customers, your personal data may be processed in relation to this. The purpose of the processing is the need for Preem to know what type of security is in place for the guarantee, who has provided the guarantee and for how long the guarantee is in place.

Contracts

If you hold a position within a company that is a partner (e.g. insurance company or finance company) to or that has any other type of contractual relationship with Preem, and where the position means that you are involved in the contract processing, Preem may process your personal data when storing contracts and related materials as well as when creating additions and amendments to existing contracts. The purpose is to be able to administer the contract relationship and document who has provided what data.

Purchasing

If you hold a position within a company that is a partner to Preem (e.g. an insurance company), and where the position means that you are in contact with Preem when Preem facilitates sourcing and procurements, Preem may process your personal data with the purpose of administering sourcing and procurements.

Visitors to Preem refineries

If you visit Preem's refineries, you are temporarily logged in the refinery access control system in order for Preem to be able to check who is present on Preem's premises. Logs containing your personal data are retained for three months, after which they are deleted.

Environmental complaints at refineries

If you, as an external individual, call to submit an environmental complaint, and choose to receive personal feedback, Preem will process the information that you choose to provide in the complaint. Other than the content, Preem will only process your name and contact details. The



lawful basis for this processing is consent. Preem processes your personal data until you have received feedback, after which your data is deleted.

Operative disruptions at refineries and depots

As a contact person for a Preem-linked alliance company, your personal data may be stored and used to contact you if there is a disruption in operations at refineries or depots. The purpose is to be able to inform you and make things easier if you are impacted by this in your work.

Safety training – Depots

As an inspector from an authority (such as the Swedish Work Environment Authority, the Swedish Civil Contingencies Agency, etc.), your personal data is processed in order for you to gain access to Preem's depot areas and carry out necessary controls there. Your personal data is processed with the purpose of identifying you as authorised to enter the premises.

Training – General

As a business partner or other partner, your personal data may be registered and stored when you participate in internal training sessions when Preem needs to train staff in necessary matters across the organisation. The purpose of the processing of personal data is to reach out with the training to the data subjects and to follow up on event participation.

Station staff – Communication via internal collaborative solutions

As an employee at a Preem-branded fuel station, your personal data may be processed in internal collaborative solutions with the purpose of promoting communication between Preem and station employees.

Inventory controls at fuel stations

In order for Preem to provide Preem-branded fuel stations with deliveries of product, your personal data as head of the fuel station or station owner needs to be handled to control inventory, deliveries, approved suppliers, sales at stations and similar activities. Personal data is processed with the purpose of ensuring that controls are carried out by the authorised manager of the fuel station or by station owners.

5. Who might we share your personal data with?

Personal data processors. In cases where it is necessary in order for us to be able to offer our services, we will share your personal data with companies who act as personal data processors on our behalf. A personal data processor is a company that processes information on our behalf and in accordance with our instructions. We have personal data processors to help us with:

- a) IT services - Companies that handle the necessary operations, technical support and maintenance of our IT solutions



- b) Security services - Companies that may carry out surveillance of Preem's areas and premises
- c) Card handling services - Companies that provide technical solutions for card handling, such as system support, blocking services and card manufacturing

When your personal data is shared with the personal data processor, it is only for purposes in accordance with the purposes for which we have collected the information (e.g. to be able to fulfil our obligations in accordance with a contract or to administer invoices). We check all personal data processors to ensure that they can provide adequate guarantees in respect of security and confidentiality for personal data. We have written contracts with all personal data processors through which they guarantee the security of the personal data that is processed, and agree to follow our security requirements and limitations, as well as the requirements for international transfers of personal data.

Companies which are independent personal data processors. We also share your personal data with certain companies that are independent personal data controllers. This means that the company in question, being an independent personal data controller, controls how the information submitted to the company is processed. Independent personal data controllers that we may share your personal data with are:

- a) National authorities (Police, the Swedish Tax Agency or other authorities) if we are obliged to do so by law or at the suspicion of a crime.
- b) Companies providing auditing services to Preem, where submission of material where personal data may occur is a legal obligation
- c) Debt collection agencies, if required in order to establish, exercise and defend legal claims
- d) Insurance agencies, if required in order to settle damages and thereby establish, exercise and defend legal claims

When your personal details are shared with a company that is an independent personal data processor, the integrity policy and personal data processing for the company in question is relevant.

6. Where do we process your personal data?

We always strive to process your personal data within the EU/EEA and all our own IT systems are based within the EU/EEA. However, in some cases, your personal data may be transferred to and processed in a country outside the EU/EEA by our service providers or their sub suppliers. In



these instances, the supplier or sub supplier may only obtain what is relevant for the purpose (e.g. a log file).

In the above instances, the processing occurs in countries which the European Commission considers to have a sufficient security level, alternatively that the supplier or sub supplier - through their obligation as per a data transfer contract - has taken suitable security measures to reach the level required by the GDPR for those processing personal data within the EU/EEA. You have the right, at any time, to obtain a copy of the security measures we have in place and information on which countries we transfer personal data to, when applicable.

7. For how long do we retain your personal data?

We never retain your personal data for longer than necessary for each relevant purpose. See more details on specific retention periods under each purpose.

8. What are your rights as a data subject?

The right to access (extract from the register). Preem strives to be transparent at all times with how we process your personal data. If you would like a more in-depth insight as to which personal data we process about you specifically, you can request access to the data via an extract from the register.

Note that if we receive a request for access, we may ask for additional details in order to ensure an effective handling of your request and for the information to be given to the right person.

If you would like an extract from Preem's camera surveillance footage, you must be able to state which fuel station you visited, along with the date and time of day. In order for us to be able to verify that you are the person on film, you must personally retrieve it from the stated location and then show you ID to prove that you are the person who submitted the request for the register extract. The material is retained at the designated location for seven days after you have been notified.

The right to rectification. If you find that any of your personal data is incorrect or incomplete, you have the right to request correction of this. Note that in many cases you are able to correct your personal data yourself, depending on your relationship with Preem.

The right to erasure. You are able to request erasure of your personal data, if:

- a) The data is no longer necessary for the purpose for which it was collected or processed.
- b) You object to our claim of legitimate interest and the reason for your objection outweighs our legitimate interest.



- c) You object to processing for direct marketing purposes.
- d) Your personal data is processed in an illegal manner.
- e) The personal data must be erased in order to fulfil a legal obligation we are covered by.
- f) Personal data belonging to a child (under the age of 13) for whom you have parental responsibility has been collected, and the collection of data was made in conjunction with services of the information society (e.g. social media).

Note that we have the right to deny your request if there are legal obligations that prevent us from immediately deleting certain personal data, such as data that needs to be retained due to accounting legislation. In certain cases, the processing is necessary for us to be able to establish, exercise and defend legal claims.

The right to object to certain types of processing. You always have the right to opt out of direct marketing and to object to the processing of personal data based on a legitimate interest.

Legitimate interest: If we use legitimate interest as lawful basis for a purpose, you have the possibility to object to our processing. In order to continue processing your personal data after such objection, we need to be able to provide a compelling legitimate reason for the current processing that outweighs your interest, rights or freedoms. Otherwise, we may only process your data in order to establish, exercise and defend legal claims.

The right to restriction. You have the right to request that our processing of your personal data is restricted. For example, this can be done if you object to a legitimate interest according to above and are waiting for Preem to investigate whether our legitimate interest is greater than your interest in having the data deleted. However, this can impact Preem's ability to meet any obligations towards you during the time the processing is limited.

If the processing has been limited according to above, we may only - besides the storing of data - process data to establish, exercise and defend legal claims, to protect someone else's rights or if you have given your consent to continued processing.

Direct marketing purposes: You have the right, at any time, to object to your personal data being processed for direct marketing purposes. This means all types of outreaching marketing measures (e.g. via post, email and text message), and also includes analyses of personal data (measures that are compatible with profiling) for the purposes of direct marketing.

In the case of your objection, we will stop processing your personal data for this purpose, as well as all forms of direct marketing aimed against you.

You always have the option to influence which channels we use to send you information and personalised offers. E.g. you can choose to only receive offers from us via e-mail but not via text



message. In these cases you should not object to the personal data processing as such, but rather use our communication channels; you can easily do this via our customer service.

The right to data portability. Finally, you have the right to receive the personal data that concerns you in a structured format. This right however, the right to data portability, only applies to the data that you have provided us with and where the lawful basis of processing is a contract or consent.

9. How do we handle personal identity numbers?

Preem minimises its use of personal identity numbers wherever possible. We use your personal identity number largely only where necessary for secure identification, e.g. for security reasons, but may also handle your personal identity number when it is clearly motivated with regards to the purpose or if there is any other noteworthy reason.

10. Preem on social media

Preem is the personal data controller for the processing of personal data that occurs on the social media sites that Preem controls. As a rule, we obtain consent for the cases when we publish personal data in news on social media. The entries made on Preem's social media by other parties are moderated and managed in accordance with the rules of Law (1998:112) on the Liability of Electronic Bulletin Board Systems.

11. What are cookies and how do Preem use them?

A cookie is a small text file consisting of letters and numbers, sent from our web server and saved on your browser or device. On preem.com we use the following cookies:

- a) First-party cookies (enabled by the website you visit)
- b) Third-party cookies (enabled by a third-party website; these are used by us primarily for analytics, e.g. Google Analytics).

The type of cookies above can in turn be one of the following types:

- c) Session cookies (a temporary cookie that cease to exist once you close your browser or device)
- d) Permanent cookies (cookies which remain on your computer until you remove them or they expire)



In addition to this, we may also use

- e) Similar technology (technology which stores information in your web browser or on your device in a way that is similar to cookies).

We generally use cookies on preem.com to improve the services we offer, even if some of our services need cookies to work correctly. We also use cookies to perform a general analysis of your usage of our services and to save practical settings such as language, etc. We also use cookies to be able to send you relevant marketing.

12. How to control the use of cookies

By changing the settings for your web browser or device, you have the possibility to control the use and extent of cookies. For example, you can choose to block all types of cookies, only allow first-party cookies or to delete cookies when you close the web browser. Remember that some of our services might not work if you block or delete cookies. You can read more about cookies in general on the Swedish Post and Telecom Authority (PTS) website, pts.se.

13. Protection for your personal data

We take the necessary measures to protect confidentiality, integrity and access to personal data. Preem has taken specific security measures both from a technical and organisational perspective to protect your personal data against unlawful access and more.

Only those who objectively need to process your personal data in order for us to fulfil our stated purposes have access to the data.

14. The Swedish Data Protection Authority as supervisory authority

The Data Protection Authority is the responsible supervisory authority and monitors the application of legislation. If you believe that Preem or any other company is managing personal data incorrectly you can submit a complaint to the Data Protection Authority.

You can also find a lot of information on the Data Protection Authority's website (www.datainspektionen.se).



15. How do you contact us with queries about personal data?

Due to us taking the protection of your personal data and rights very seriously, we have appointed a Data Protection Officer. If you have further questions about your rights, how to exercise these or on how Preem processes personal data, you can contact the Data Protection Officer on dpo@preem.se.

We may conduct amendments to all information in this document. The latest version of the document is always here on the website. If we conduct an update that is of significance to our processing of personal data (such as changing stated purposes for the processing of personal data) or updates that we consider may be of significance for you, you will receive information about this on preem.com and by e-mail (if you have given us your address) before the updates come into effect. In these situations we will, as far as possible, explain what the updates mean and how they can affect you.

