

Protecting your privacy is very important to Mirka – we want to keep your personal data secure. This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us.

This document contains the following information:

| | |
|--|---|
| 1. Overall description of our data processing practices..... | 1 |
| 2. What data is collected and for what purpose on this website and in our applications?..... | 2 |
| 3. Legal grounds for Collection and Processing of Personal Data..... | 2 |
| 4. How is the data processed? | 3 |
| 5. Is data transferred or disclosed to third parties?..... | 3 |
| 6. Where is your data processed?..... | 3 |
| 7. What are your rights and choices?..... | 4 |
| 8. Links to third party websites | 4 |
| 9. Changes to this Policy..... | 4 |
| 10. Responsible data controller and contact | 5 |

1. Overall description of our data processing practices

We process personal data under this Privacy Policy and in accordance with applicable legislation, including the EU/EEA General Data Protection Regulation. The term “personal data” refers to personal identifiable information we ask for and that you provide. By this we mean information that directly or indirectly identifies you, such as your name, physical address, e-mail address, IP number or other contact details. Personal data processing refers to any action that we or a third party that we have engaged take with the personal data, such as collection, registration and storage. This Policy describes how we process personal data in connection with:

- myMirka application
- subscriptions to our newsletters;
- contact request;
- administering inquiries and agreements from/with you as well as providing thereto related information and services;
- warranty registration;
- machine repair request;
- recruitment processes;
- cookies used on our websites;

We aim to process personal data that is adequate, relevant and not excessive in relation to the purpose for which it has been collected. We only collect and process personal data where we have lawful grounds to so.

2. What data is collected and for what purpose on this website and in our applications?

We want to have the opportunity to keep in touch with you and tell you about matters that are important to you. Through the mirka.com website, it is possible to e.g. sign up for newsletters, register information about your power tool for additional one-year warranty and apply for jobs.

Mirka collects data through the following channels and for the following purposes:

- **myMirka application:** In the myMirka application, you have the possibility to register information about yourself, which makes it easier when communicating with us or making warranty registrations. You are requested to submit your name, gender, address and email address.
- **Newsletter sign-up:** When signing up for our newsletters, you are requested to submit your name, address, phone number and email address. The personal data is used for the purpose of sending the type of content you have requested and for marketing our services
- **Contact form:** Entering your personal data on our contact form will give us the possibility to be in touch with you. You are requested to submit your name, address, phone number and email address.
- **Warranty registration:** When you register your Mirka power tool on our home page or through our myMirka application, you will be asked to provide personally identifiable information such as your name, address, email address, etc. on the Mirka product registration form in order to register the products which you have purchased from us.
- **Machine repair and maintenance:** On our machine repair form you can request service for your tool. In order to initialize a pickup of your tool and to be able to send it back, we need your personal data: name, address, phone number and email address.
- **Job applications:** Data submitted by you relating to job applications under our Career site is recorded separately in our HR system. The personal data related to you that we use is the data that you chose to provide to us, such as names, title, position, email address, telephone numbers, language preferences and other information that you believe could be relevant in a recruitment process.
- **Cookies:** We may also obtain information about your use of this website through "cookies" which enable us to make certain parts of the site easier to use. When you enter this website, we may also collect information about your computer, IP address, operating system and browser type, for example, for statistical purposes or for the purposes of system administration. This information generally comprises data which does not allow individual identification of information related to a specific user.

In some cases your personal data is supplemented by information retrieved from other sources, including searches via publicly available search engines, sector specific newsletters, social media and your employer's website, for the purpose of confirming your current professional position.

3. Legal grounds for Collection and Processing of Personal Data

We collect information provided to us by or on behalf of our customers or generated by us when necessary for the performance of an agreement with you or when we have another

legitimate and justifiable interest in processing your personal data, such as an interest in marketing ourselves to visitors to our website or an interest in developing our website or our products and/or services.

In some cases your personal data is supplemented by information retrieved from other sources, including searches via publicly available search engines, sector specific newsletters, social media and your employer's website, for the purpose of confirming your current professional position.

We will store personal data related to our matters for as long as we are required under applicable legislation. Personal data will be deleted unless we have a reason and right to use the data under applicable data protection laws.

4. How is the data processed?

Mirka will only process personal data for the purposes for which it is collected and as set out above, and personal data will only be available to authorized employees holding a position that requires them to process personal data to perform their work. Personal data is not processed for no longer than is necessary for the particular purpose. We fully comply with our statutory retention obligations and our internal retention time policies.

Mirka has taken appropriate technical and organizational measures to keep your personal data secure to ensure that only authorized persons are given access to the personal data. We also have internal policies in place for secure processing of personal data.

5. Is data transferred or disclosed to third parties?

We will not disclose personal data to any third parties outside Mirka, except to:

- service providers Mirka has retained to perform services on our behalf. All third-party providers must follow our instructions and applicable written data processor agreements and any other agreements that are in place between Mirka and its third-party providers, which must implement appropriate technical and organizational measures for the protection of the personal data;
- comply with legal obligations, including but not limited to, in response to a legitimate legal request from law enforcement authorities or other government regulators;
- investigate suspected or actual illegal activity;
- prevent physical harm or financial loss; or
- support the sale or transfer of all or a portion of our business or assets

6. Where is your data processed?

We primarily process personal data on servers within the EU/EEA.

However, we may need to transfer your information to a location outside the EU/EEA. Where this is the case, we will implement appropriate measures under the EU/EEA General Data Protection Regulation to ensure that your personal data remains protected and secure. Our international transfers of personal data are based on the EU Commission's standard contractual clauses. The standard contractual clauses may be found [here](#).

7. What are your rights and choices?

Since we process your personal data you can exercise certain rights during specific circumstances under the applicable data protection legislation as follows:

- **Right to access and rectification:** You have the right to request access to the personal data relating to you. This includes e.g. the right to be informed whether or not personal data about you is being processed, what personal data is being processed, and the purpose of the processing. You also have the right to request that inaccurate or incomplete personal data be corrected.
- **Right to restriction of processing:** You are entitled to restrict the processing of personal data in certain situations.
- **Right to be forgotten:** You may also request that your personal data be erased if e.g. the personal data is no longer necessary for the purposes for which it was collected, the processing is unlawful, or the personal data has to be erased to enable us to comply with a legal requirement.
- **Right to Data Portability:** If personal data about you that you yourself have provided is being processed automatically with your consent or in accordance with a contract between you and Mirka, you may request that the data is provided in a structured, commonly used and machine-readable format and you may also request that the personal data is transmitted to another controller, if this is technically feasible.
- **Right to withdraw your consent:** In cases where the processing is based on your consent, you have the right to withdraw your consent to such processing at any time.
- **Opt-out from marketing:** We will also give you the opportunity to opt out of future marketing whenever we send you marketing material, you can also opt out at any time by contacting us.

In such event, please contact Mirka via the contact details listed below. You are also entitled, at any time, to lodge a complaint with the relevant supervisory authority if you consider that your personal data has been processed in contravention of applicable data protection legislation.

8. Links to third party websites

Some of our web pages may contain links to third party websites. These external sites may place their own cookies on your computer, collect data or solicit personal data. If you submit personal data to any of those sites, your information is governed by their privacy policies. Mirka does not exercise any control, or assume any responsibility for these sites, and we encourage you to carefully read the privacy policy of any website you visit.

9. Changes to this Policy

Mirka reserves the right to amend this policy from time to time.

We will post any changes to our Policy on this page and, where appropriate, notified to you by e-mail. Please check back regularly to see any updates or changes to our privacy policy.

10. Responsible data controller and contact

Mirka Ltd is the responsible data controller for the processing of your data for the purposes described above. If you have any questions about how we process your personal data or if you wish to exercise your rights, please feel free to contact us any time by e-mail or mail at

Mirka Ltd.
Pensalavägen 210
FI-66850 Jeppo
Finland
privacy@mirka.com

You can also update your information and preferences in the myMirka application. The contact details of our offices and other Mirka Group companies can be found under <https://www.mirka.com>