



## **PERSONAL DATA POLICY FOR CUSTOMERS AND PARTNERS TO NORDIC FOLKECENTER FOR RENEWABLE ENERGY**

As a result of our customer/partner/cooperation relation, we process information about you.

This policy describes how we process your personal data.

The guidelines for our processing of personal data are found in the EU's Data Protection Regulation ("GDPR" - 2016/679) and the Danish Data Protection Act, both of which entered into force on 25 May 2018. Before this date, the processing is regulated in the current Danish Personal Data Act.

Please read the following carefully to understand our practices regarding your personal data and how we will treat them.

### **Data controller**

The legal entity responsible for the processing of your personal data is:

**Company** Nordic Folkecenter for Renewable Energy

**CVR no.** 72291212

**Address** Kammersgaardsvej 16, Ydby

7760 Hurup Thy

**Email** info@folkecenter.dk

**Telephone** 9795 6600

### **Purpose**

We use your personal data for the following purposes:

Processing of your personal data takes place as part of the customer relationship and/or as a result of our collaboration/partnership.

### **Categories of personal data**

We process the following categories of personal data about you:

#### **a) General personal data**

It is primarily general information such as name, address, contact data, CVR number, information about the company's operations, production conditions, ownership, finances, account number etc. that we process.

General information with a higher level of protection in the form of CPR numbers and information about criminal offences may also be processed.



## Processing basis

We process the personal data highlighted above based on the following processing basis:

- a) To be able to fulfil our contract and/or cooperation agreement.
- b) In order to comply with applicable legislation.
- c) If it follows from a sufficiently legitimate interest within the framework of our contract/collaboration agreement
- d) If we have obtained consent to process the information.

## Storage of personal data

The personal data we collect in regards to customer and/or collaboration relationships will be stored physically and electronically.

Your information will be stored securely and confidentially. Only persons with a legitimate need within the framework of our contract/collaboration agreement have legal access to your personal data.

Upon termination of the customer or collaboration relationship, we will decide to what extent your information must be deleted.

As a starting point, your personal data will be stored for 5 years after the end of the customer relationship or collaboration, and will then be deleted without undue delay at the end of the year.

If the legislation exceptionally provides a basis for longer storage, this can take place.

## Sources

We collect personal data from the following sources:

- Directly from you
- Public authorities, e.g. SKAT
- Online, e.g. on your own website or websites such as [www.proff.dk](http://www.proff.dk)

## Data sharing

We may pass on your personal data to third parties who assist us in handling our administration, e.g. payroll administration, bookkeeping, hosting of IT systems, etc.

We also pass on your personal data to relevant public authorities to the extent that we are obliged to do so.

## Your rights

In regards of the storage of your personal data, you have the following rights:

- You have the right to request access, correction or deletion of your personal data.
- You also have the right to object to the processing of your personal data and to have the processing of your personal data restricted.



# Nordisk Folkecenter for Vedvarende Energi

Nordic Folkecenter for Renewable Energy

- If the processing of your personal data is based on your consent, you have the right to revoke your consent at any time. Your revocation will not affect the lawfulness of the processing carried out prior to your revocation of your consent.
- You have the right to receive the personal data that you have provided yourself in a structured, commonly used and machine-readable format (data portability).
- You can always submit a complaint about the processing of your personal data to a supervisory authority, e.g. The Danish Data Protection Authority. Find contact information at [www.datatilsynet.dk](http://www.datatilsynet.dk)

You can make use of your rights by sending an e-mail to [info@folkecenter.dk](mailto:info@folkecenter.dk) with the subject line: DATA REQUEST: GDPR or DATA CANCELLATION: GDPR.

There may be conditions or limitations to these rights. It is therefore not certain that, for example, you have the right to data portability in the specific case, or that your objection will be met - this depends on the specific circumstances in connection with the processing activities.

**This personal data policy was last updated on 9 April 2024.**