



## **PRIVACY POLICY**

### **A.P. Møller Holding A/S**

This Privacy Policy explains how A.P. Møller Holding A/S ("we" or "us") processes personal data.

#### **Data controller**

The entity responsible for the processing of your personal information is:

A.P. Møller Holding A/S  
Esplanaden 50  
DK-1263 Copenhagen K  
CVR no. 25 67 92 88

#### **Contact**

Feel free to direct any questions regarding our Privacy Policy to us on email:

[privacy@apmoller.com](mailto:privacy@apmoller.com)

#### **Description of our processing**

In A.P. Møller Holding A/S, we treat Personal Data for seven purposes. Below, we describe the nature of the Personal Data and how we process it in more detail for each of these purposes:

1. *Communicate with you*

In order to communicate with you, we process the following ordinary personal data: your name, email address, telephone number and other contact information. The data is collected either a) directly from you or b) from third parties and processed based on Article 6.1.f (necessary for the pursuit of legitimate interests, e.g. A.P. Møller Holding A/S' legitimate interest in being able to effectively communicate with business partners, third parties and other persons). We share the data with a) suppliers and vendors that We work with to assist our company (meaning service providers, technical support, supply services, and financial institutions) and b) other Group-entities. We will store personal data as long as it is necessary to fulfil the purposes mentioned. In general, personal data will be deleted no later than 12 months after we consider that our dialogue with you has ended.

2. *Insider lists and confidential lists*

In order to maintain insider lists and confidential lists, we process the following ordinary personal data: your name, birth date, home address, email addresses, telephone numbers, national identification number as well as the reason and time period for access to insider information or confidential information on consultants, partners and other persons who assists us. The data is collected either a) directly from you or b) from the business we enter into an agreement with (normally your employer), and processed based on Article 6.1.c (necessary for Us to comply with a legal obligation, cf. the EU Regulation on Market Abuse), Article 6.1.f (necessary for the pursuit of legitimate interests, e.g. A.P. Møller Holding A/S' legitimate interest keeping confidential lists) and/or Article 87, cf. section 11 of the Danish Data Protection Act. We share the data with a) suppliers and vendors that We work with to assist our company (meaning service providers, technical support, supply services, and financial institutions) and b) public authorities. We will store personal data as long as it is necessary to fulfil the purposes mentioned. Insider lists will be retained for as long as it is necessary to comply with the EU Regulation on Market Abuse.

### 3. *Third party arrangements*

To enter into contracts, deals and other agreements, business partnerships, consultancy agreements etc. and fulfilling such agreements, including subsequent invoicing, we process ordinary personal data such as your name, contact information and national identification number. The data is collected either a) directly from you, b) from the business we enter into an agreement with (normally your employer) or c) from other Group-entities or subsidiaries, and processed based on Article 6.1.b (necessary for the performance of the contract between you and A.P. Møller Holding A/S), Article 6.1.c (necessary for Us to comply with a legal obligation, e.g. relevant bookkeeping and tax laws), Article 6.1.f (necessary for the pursuit of legitimate interests, e.g. A.P. Møller Holding A/S' legitimate interest in being able to communicate with people outside the company, and enter into contracts with other businesses) and/or Article 87, cf. section 11 of the Danish Data Protection Act. We share the data with a) suppliers and vendors that We work with to assist our company (meaning service providers, technical support, supply services, and financial institutions), b) other Group-entities and c) public authorities. We will only store personal data as long as it is necessary to fulfil the purposes mentioned. In general, contact information will be kept as part of the contractual documentation and be deleted in accordance with the Danish Bookkeeping Act, unless the contractual documentation has is kept for historical and/or documentation purposes.

### 4. *Due diligence and screenings*

In order to perform due diligence and screen potential investors, we process the following ordinary personal data: your name, gender, birth date, personal identification number, CV, educational information, financial profile, marital status, nationality, next of kin information, performance history and scores, personality traits, contact information, position, duration of employment, and photos. For due diligences in relation to specific transactions, we also process ordinary personal data such as employee salaries and Human Resource-files, payroll data and home address. We process also *sensitive personal data* such as racial or ethnic origin, political opinions, philosophical or religious beliefs and trade union membership as well as information about criminal convictions and offences such as violations of laws subject to criminal liability. The data is collected either a) directly from you, b) from the business we enter into an agreement with (normally your employer), c) from other Group-entities or subsidiaries, d) from the companies that are part of a transaction, e) from third parties and service providers, including providers of screening-services, f) from public authorities or g) from public sources, such as social media profiles, search engines and various other media. The data is processed based on Article 6.1.f (necessary for the pursuit of legitimate interests, e.g. A.P. Møller Holding A/S' legitimate interest in performing due diligences and screenings as part of transactions and/or onboarding of new investors), Article 9.2.e (the information has manifestly been made public by the data subject), Article 10, cf. section 8 and/or Article 87, cf. section 11 of The Danish Data Protection Act. We share the data with a) suppliers and vendors that We work with to assist our company (meaning service providers, technical support, supply services, and financial institutions) and b) other Group-entities. We will store personal data as long as it is necessary to fulfil the purposes mentioned. Personal data kept as part of due diligence reports and screenings will be deleted when no longer needed, which means a) once the project is no longer in the pipeline and/or has been abandoned, or b) no longer than 5 years after the project has been executed (following exit). Some information may be kept for a longer period of time in specific cases, e.g. when we need to retain data to document certain decisions etc.

### 5. *Compliance*

In order to comply with legal and other requirements related to book keeping, tax, reporting etc and to meet requests from government or other public/regulatory authorities, we process three categories of ordinary personal data: a) payment/money transfer data (bank account

and credit card number, payment of invoices, transfer of money), b) personal details and contact information (e.g. name and surname, gender, date of birth, e-mail and telephone details, home address etc.) and c) KYC-information (eg. driver license number, passport number, information on who the owners of the company are etc.). The data is collected either a) directly from you, b) from the business we enter into an agreement with (normally your employer) or c) from other Group-entities or subsidiaries. It is processed based on article Article 6.1.b (necessary for A.P. Møller Holding A/S to comply with a legal obligation, including the EU Regulation on Market Abuse, and the Danish Payroll Tax Act), Article 6.1.c (necessary for A.P. Møller Holding A/S to comply with a legal obligation, including the EU Regulation on Market Abuse, and the Danish Payroll Tax Act), Article 6.1.f (necessary for the pursuit of legitimate interests of A.P. Møller Holding A/S, e.g. A.P. Møller Holding A/S' legitimate interest in ensuring compliance with applicable laws) and/or Article 87, cf. Section 11 of The Danish Data Protection Act. We share the data with a) suppliers and vendors that We work with to assist our company (meaning service providers, technical support, supply services, and financial institutions), b) other Group-entities and c) public authorities such as the Danish Financial Supervisory Authority and the Danish tax authorities (SKAT). We will store personal data as long as it is necessary to fulfil the purposes mentioned and to fulfil any legal requirements. Bookkeeping records will be kept for 5 years + running financial year as required under the Danish Bookkeeping Act. KYC-information will be kept in accordance with relevant laws and regulations on anti-money laundering, e.g. the Danish Money Laundering Act.

#### 6. *Monitoring*

In order to monitor compliance with internal policies or applicable laws, we process two categories of ordinary personal data: a) payment/money transfer data (bank account and credit card number, payment of invoices, transfer of money) and b) personal details and contact information (e.g. name and surname, gender, date of birth, e-mail and telephone details, home address etc.). The data is collected either a) directly from you or b) from other Group-entities or subsidiaries, and processed based on Article 6.1.b (necessary for the performance of the contract between you and A.P. Møller Holding A/S), Article 6.1.c (necessary for A.P. Møller Holding A/S to comply with a legal obligation), Article 6.1.f (necessary for the pursuit of legitimate interests of A.P. Møller Holding A/S, e.g. A.P. Møller Holding A/S' legitimate interest in monitoring compliance with internal policies and laws) and/or Article 87, cf. Section 11 of The Danish Data Protection Act. We share the data with a) suppliers and vendors that We work with to assist our company (meaning service providers, technical support, supply services, and financial institutions), b) other Group-entities and c) public authorities. We will store personal data as long as it is necessary to fulfil the purposes mentioned and fulfil any legal requirements. Bookkeeping records will be kept for 5 years + running financial year as required under the Danish Bookkeeping Act. KYC-information will be kept in accordance with relevant laws and regulations on anti-money laundering, e.g. the Danish Money Laundering Act.

#### 7. *Whistleblower scheme*

As part of our whistle-blower scheme, which allows for reporting violations of various laws and regulations, we process the following ordinary personal data: your name, position, boss of employee, contact information, photos, description of conduct. We also process information about criminal convictions and offences such as violations of laws subject to criminal liability. The data is collected either a) directly from you, b) from other Group-entities or subsidiaries or c) from others reporting through the whistle-blower scheme, and processed based on Article 6.1.f (necessary for the pursuit of legitimate interests of A.P. Møller Holding A/S, e.g. A.P. Møller Holding A/S' legitimate interest in ensuring that all activities involving the firm comply with the applicable law) and/or Article 10, cf. section 8 of The Danish Data Protection Act. We share the data with a) suppliers and vendors that We work with to assist our company

(meaning service providers, technical support, supply services, and financial institutions), b) other Group-entities and c) public authorities. We will store personal data as long as it is necessary to fulfil the purposes mentioned. The time period - for which the information is stored - depends on how long the specific case is active and/or pending. Information related to specific cases are deleted as soon as the case has been concluded. In most cases this will be within a fairly short time span, e.g. 1 year. However, it is possible that a specific case may result in the termination of an employee's employment, in which case the reasons for the termination will be deleted after 5 years from the termination of the employment, unless there are special reasons for a longer retention period. This retention period is based on guidelines from the Danish Data Protection Agency.

We will also process your personal data when you apply for a job at A.P. Møller Holding A/S. Such processing will take place in accordance with our Privacy Policy for job applicants: [LINK](#)

### **Transfers to countries outside the EU/EEA**

We will generally not transfer your personal data to countries outside the EU/EEA. We will inform you when such transfer takes place and ensure that such transfers will only take place for the specific purposes mentioned above and we will always ensure that appropriate safeguards are in place, using e.g. "Model Contracts for the Transfer of Personal Data to Third Countries", published by the Commission of the European Union, or any other contractual agreement approved by the competent authorities.

### **Your rights**

In relation to our processing of your personal data, you have the right to:

- Request access to and rectification or erasure of your personal data.
- **Object to the processing of your personal data and have the processing of your personal data restricted.**
- **Object to the processing of your personal data for direct marketing purposes.**
- Withdraw your consent at any time, if our processing of your personal information is based on your consent. Your withdrawal will not affect the lawfulness of the processing carried out before you withdrew your consent. You may withdraw your consent by sending a request to our Compliance on email: [annemarie.vig@apmoller.com](mailto:annemarie.vig@apmoller.com).
- Receive your personal information in a structured, commonly used and machine-readable format (data portability).

You may always lodge a complaint with a data protection supervisory authority, e.g. The Danish Data Protection Agency (Datatilsynet).

You can take steps to exercise your rights by: by sending an email to Compliance at email: [privacy@apmoller.com](mailto:privacy@apmoller.com)

There may be conditions or limitations on these rights. It is therefore not certain, for example, that you have the right of data portability in the specific case. This depends on the specific circumstances of the processing activity.

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