

Metsä Group

**Updated 21.4.2023**

## **Privacy Statement - Metsä Group Campaigns and Competitions**

This Privacy Statement describes how Metsä Group processes the personal data of participants in campaigns and contests. This Privacy Statement may be amended from time to time. An updated version of the Privacy Statement can be found on our website.

### **1. Data Controller**

Metsäliitto Cooperative and its subsidiaries (hereinafter “Metsä Group”), registered address of the head office at Revontulenpuisto 2, 02100 Espoo, Finland

### **2. Contact person**

Please contact by e-mail:

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

### **3. Purposes and legal basis for the processing of personal data**

The data subjects are the persons and representatives of companies participating in Metsä Group's campaigns and/or competitions. Metsä Group will use the personal data collected for the purpose of conducting campaigns and competitions. Metsä Group may also use personal data for service development, feedback collection and marketing.

Our legal basis for collecting and processing personal data is your consent and legitimate interest.

### **4. Personal data processed**

We process the following personal data:

- Name (first and last name)
- Telephone number
- E-mail address
- Job title
- Marketing consents or prohibitions
- Identifying information for participation, such as date of participation
- Requests for contact via our website or other channels
- Any other additional information you may have provided in connection with the competition (e.g. story, experience or similar)

Metsä Group

Personal data collected in connection with your use of the online service or website, etc., such as:

- Use of the service/website and statistics on usage patterns
- Device information
- Log information
- IP address
- Location information (country code)
- Cookies and other similar technologies

#### **5. Regular data sources**

Personal data is mainly obtained from the data subject in connection with the participation in a campaign and/or competition. In addition, Metsä Group collects personal data when the data subject visits the websites or services of Metsä Group or its Group companies.

#### **6. Regular disclosures of personal data and transfer of data outside the EU or EEA**

Metsä Group may use external service providers. These service providers and their possible subcontractors act as Metsä Group data processors. They process personal data on behalf of Metsä Group only for the provision of services to Metsä Group. The service providers have no independent right to use the personal data for any independent purposes.

Metsä Group may also disclose personal data to authorities or other third parties, if required by applicable legislation or enforceable governmental request.

The personal data is mainly processed within EU/EEA but it may also be processed outside EU/EEA. Metsä Group will only transfer your personal data outside the EU/EEA in accordance with one of the legal grounds described below:

- the recipient country is regarded by the European Commission to provide adequate protection for your personal data;
- we have put in place appropriate safeguards for the transfer by using the standard contractual clauses for the transfer of personal data to third countries issued by the European Commission; or
- you have given your consent to the transfer, or there is another legal basis for the transfer under the applicable data protection legislation.

#### **7. Data Security**

Metsä Group

Personal data is handled with care and in confidence. The register is only used by personnel whose work tasks requires processing of the personal data.

All personal data is protected by regularly reviewed appropriate technical and organisational data security measures against unlawful access, alteration, destruction or other processing including unauthorized disclosure and transfer. Such measures include proper firewall arrangements, appropriate encryption of telecommunication and messages, secure server rooms and up-to-date ICT system access management practices. Paper documents are stored in locked spaces where access is granted only to people who need it.

## 8. Your rights

You have the right to:

- access, update, remove and correct your personal data;
- cancel your consent, where the processing of personal data is based on your consent (Metsä Group's newsletter or electronic marketing)
- object to the use of your personal data on grounds relating to your particular situation; and
- demand Metsä Group to restrict the processing of your personal data.
- receive your personal data in machine-readable format and transfer such information to another data controller, where you have provided the personal data to Metsä Group and where the processing of such information is based on your consent or a contract between you and Metsä Group.

You can exercise any of your rights above by contacting Metsä Group via our privacy website <https://www.metsagroup.com/privacy-policy/> Alternatively you may visit us in person or contact us by post at the address set out below. Metsä Group may request you to specify your request in writing, and if necessary authenticate your identity before handling your request.

Requests shall be submitted in writing to:

Metsä Group

Metsä Group

Attn: Legal Services

Revontulenpuisto 2

02100 Espoo, Finland

**Request can be submitted in person at:**

Revontulenpuisto 2

02100 Espoo, Finland

Please note that we may not be able to execute your rights if we have a legal ground for it.

If you are unhappy with the way we process your personal data, you have a right to make a complaint to the competent supervisory authority, who is responsible for monitoring compliance with the applicable data protection legislation. In Finland the competent supervisory authority is the Data Protection Ombudsman ([tietosuoja\(at\)om.fi](mailto:tietosuoja(at)om.fi)).

## **9. Data retention policy**

Personal data is retained only as long as necessary and justifiable under applicable law or as may be required by applicable law or for the exercise of claims or due to litigations or internal investigations. Personal data is actively maintained throughout the life-cycle of the co-operation in question.