

PRIVACY NOTICE EMPLOYEE**CEVT****1. INTRODUCTION**

China Euro Vehicle Technology AB, organization number 556922-7639, Theres Svenssons gata 7, 417 55 Göteborg, Västra Götalands län ("CEVT") collects and processes the information that the organization will need in order to perform along with the companies short respectively long-term goals ("**Personal data**"). This privacy notice ("**Privacy Notice**") sets out which Personal data that we collect and for which purposes it is processed, as well as your rights connected to the processing of your Personal data.

Throughout this Privacy Notice the term "processing" is used which covers all activities involving your Personal data, including collecting, handling, storing, sharing, accessing, using, transferring and disposing of information.

2. THE PERSONAL DATA CEVT WILL PROCESS ABOUT EMPLOYEES

Following table will provide necessary information regarding:

- Purpose of processing the Personal data
- Processing activity of the Personal data
- Categories of Personal data (including sensitive Personal data)
- Lawful basis for processing the Personal data
- For how long will CEVT keep your Personal data (retention period)

Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Administrative payments and benefits	<ul style="list-style-type: none"> * Enabling payment of salary, pension, reimbursement, remuneration and other benefits to the employee * Keeping track of working time/leave of absence/vacation for payments * Administrative contractual and other agreement between the employee and CEVT 	<ul style="list-style-type: none"> * Name * Address * Contact details (e-mail, phone number) * Next-of-kin * Nationality * Worked hours, vacation * Parental leave * Time period of employment * Employee number * Personal-ID * Personnel-ID * Organisational belonging * Manager * Bank account details * Tax-details * Vehicle Identification Number (VIN) 	According to employee contract	During employment contract and according to the CEVT data retention policy

Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Report correct payments and benefits to authorities	* Administrate, store and send correct payment details to authorities	<ul style="list-style-type: none"> * Name * Address * Contact details (e-mail, phone number) * Next-of-kin * Nationality * Worked hours, vacation * Parental leave * Time period of employment * Personal-ID * Organisational belonging * Bank account details * Tax-details * Vehicle Identification Number (VIN) 	According to legal obligation by Swedish law	10 years according to legal obligation
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Report work related incidents to authorities	<ul style="list-style-type: none"> * Reporting work related incidents to authorities * Manage rehabilitation 	<ul style="list-style-type: none"> * Name * Address * Contact details (e-mail, phone number) * Next-of-kin * Nationality * Worked hours * Time period of employment * Personal-ID * Organisational belonging * Sick leave * Rehabilitation records and plans * Work related incidents * Disciplinary records 	According to legal obligation	10 years according to legal obligation
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Adjust correct salary in accordance with union membership or regulation	* Provide correct salary, salary information and working rights	<ul style="list-style-type: none"> * Union Membership * Name * Salary information 	Consent given by the individual	During employment period or until consent is withdrawn

Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Administrate organisational data and operations at CEVT	* Structure and manage organisational data	* Name * Address * Contact details (e-mail, phone number) * Photo * Employee number * Personnel-ID * Organisational belonging * Manager	Legitimate interest of CEVT to ensure employees obtain correct access and information	During employment contract and according to the CEVT data retention policies
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Administrate access rights	* Enabling registration of the employee in CEVT's systems and general administration of the assignment with CEVT * Prevention of unauthorized access to CEVT's premises or equipment * Facilitate access cards and rights to employees * Creating User-id * Manage passwords and login details	* Name * Personnel-ID * User-ID * E-mail * Phone number	According to the employment contract	During employment contract and according to the CEVT data retention policies
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Administrate special access rights	* Gathering personal data to give employees correct access rights	*Facility access need	Legal obligation as to ensure correct identity access management	During employment contract and according to the CEVT data retention policies
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Development of work performance	* Evaluation and reporting of work performance * Keep records of learning and training activities	* Evaluation * Assessments	According to the employment contract	During the employment contract period

Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Administrate personal data for travelling and bookings	* Administration of personal data for travelling and bookings	<ul style="list-style-type: none"> * Name * Address * Contact details (e-mail, phone number) * Passport number * Personnel-ID * Personal-ID * Travel invoices * Allowances * Personal preferences that the employee provides 	Legitimate interest of CEVT to facilitate for employees to travel	Until travel is completed and payment has been made
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Support regarding IT, facility and equipment related data	* Register the IT, facility and equipment related issues the employee needs help with	<ul style="list-style-type: none"> * Name * Contact details (e-mail, phone number) * Personnel-ID * User-ID * IP-address * Employee number * Place of work * Department * Other personal data given by the employee to pinpoint the issue 	Legitimate interest of CEVT to handle the personal data to facilitate business needs	1 year and thereafter archived
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
To monitor potential abuse and infringements of CEVT's facilities and Intellectual Properties	* Camera surveillance on CEVT premise where camera surveillance signs are clearly displayed	<ul style="list-style-type: none"> * Name * E-mail * Badge * Photo/ Video 	Legitimate interest of CEVT to ensure correct usage of facilities and Intellectual Properties at CEVT	Video will be stored for 30 days
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Ensure that CEVT's IT- resources are not used for unlawful activities or poses an information security risk	* Monitor employee IT-usage to prevent the employee to use IT-resources in an unlawful way or a way that can lead to an information security risk for CEVT	<ul style="list-style-type: none"> * Name * User-ID * IP-address (user location) 	Legitimate interest of CEVT to ensure lawful and secure usage of CEVT's IT-resources and according to CEVT IT policy	During the employment contract period + 1 year

Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Marketing of CEVT brand and co-operation	* Publishing CEVT material regarding updates at CEVT and employees	* Name * E-mail * Title * Photo/ Video	Legitimate interest of CEVT to handle the Personal data to facilitate marketing. When consent is needed CEVT will obtain that from the individual.	For the duration of an ongoing relationship and co-operation between CEVT and the employee
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Data subject rights request process according to GDPR	* All processing activities needed to process the requested data subject right (erasure, portability, rectification, access, restrict processing, object, revoke consent and human intervention)	* All categories of personal data hold by CEVT can be processed (depends on the right that the data subject wants to exercise)	Legal Obligation by GDPR	10 years due to liability reasons
Purpose	Processing activity	Category	Lawful basis	Retention period including reasoning
Data breach process according to GDPR	* Breach management, future breach prevention, risk assessment, breach documentation and communication to supervisory authority, processors, controllers and data subjects	* Name * Email address	Legal Obligation by GDPR	10 years due to liability reasons

Explanation to the legal grounds listed above

Legal obligation. Example, CEVT may be obliged by law to report transactions to a tax authority requiring CEVT to process your Personal data.

Contractual obligation. Example, CEVT may be required to process your Personal data to fulfill the terms and agreements of an order or a service contract signed by you or your company.

Legitimate interests. Example, CEVT's legitimate interests include the interest to manage its daily operations according to lawful and fair business practices including managing its relationships with its employee in order to perform contract(s) to which you or your company is a party and/or to take steps necessary prior to entering into a contract with you or your company.

Consent. Example, in exceptional cases CEVT may ask separately for your consent to process your Personal data for certain purposes. If consent is collected, you are always entitled to withdraw your consent, which will however not affect the lawfulness of the processing based on consent before its withdrawal.

Sensitive Personal data entails Personal data from which we can determine or infer an individual's racial or ethnic origin, political opinions, religious beliefs or other beliefs of a similar nature, membership of a trade union, physical or mental health or condition, sexual life, or judicial data.

3. DISCLOSURE AND TRANSFER OF PERSONAL DATA

CEVT may disclose Personal Data processed for the purposes set forth in section 2 above to other companies within the Geely Group or outside of the Geely Group. Such recipients may be located in countries inside or outside the EU/EEA. To ensure adequate protection of your Personal Data when transferred outside the EU/EEA, both CEVT and the receiving companies have entered into personal data transfer agreements based on the Standard Contractual Clauses of the European Union or other adequate safeguards are applied.

The following is a list of the countries located outside EU/EEA, to which your Personal Data may be transferred:

- China
- Singapore
- United States of America
- India
- Malaysia

4. REVOCATION OF CONSENT

You may, at any time, revoke consents that you have given to CEVT pertaining to any such processing of Personal data which is based on your consent.

You may revoke your consent by contacting CEVT on the contact details set forth below and state for which of the abovementioned purposes you wish to revoke your consent. CEVT will cease to process your Personal data relating to the purposes for which your consent has been revoked and you will receive verification by CEVT that your Personal data no longer will be processed for that purpose. You acknowledge that you, upon revocation of your consent, may in certain situations be entitled to require erasure of your Personal data related to the purpose for which you have revoked your consent.

5. YOUR RIGHTS

You have the right to exercise your rights as a Data subject. Such request should be lodged to the data protection officer at CEVT (see contact details below).

5.1.1. Right to access

You are entitled to obtain a confirmation from CEVT as to whether your Personal data are being processed by CEVT and, if so, access to the Personal data and the following information:

- i) the purposes of the processing;
- ii) the categories of Personal data processed;
- iii) the recipients of Personal data (in particular in countries outside EU/EEA);
- iv) the envisaged time during which the Personal data will be processed;
- v) information about the rights stated herein;
- vi) information about the source from which the Personal data are collected; and
- vii) the existence of automated decision-making, including profiling.

Moreover, you are upon your request entitled to receive a copy of your Personal data in a commonly used electronic format.

5.1.2. Right of rectification

CEVT will take steps in accordance with the applicable legislation to keep your Personal data accurate, complete and up-to-date. If you identify that any Personal data related to you is inadequate, incomplete or incorrect, you are entitled to have the Personal data corrected.

5.1.3. Right to objection

If the processing of your Personal data is based on a balancing of interests and you deem that your integrity interest overrides CEVT's legitimate interest to process your Personal data, you may, on grounds related to your particular situation, object to the processing by contacting CEVT on the contact details in section 6 below, in which case CEVT must have a compelling reason in order to continue to process the Personal data for the relevant purpose.

5.1.4. Right to erasure

Under certain circumstances, such as when you have revoked you previously given consent and there is no other legal ground available for CEVT to process your Personal data, you may request to have your Personal data erased.

5.1.5. Right to restriction

You are under certain circumstances entitled to restrict the processing of your Personal data to only comprise storage of the Personal data, e.g. during the time when CEVT assesses whether you are entitled to have Personal data erased in accordance with section 5.1.4 above.

5.1.6. Right to data portability

When Personal data is processed on the basis of your consent or on the basis that the processing is necessary in order to perform under a contract with you, and provided that the Personal data have been provided by you, you are entitled to receive a copy of your Personal data in a common machine-readable format.

5.2. COMPLAINTS TO THE SUPERVISORY AUTHORITY

You are welcome to contact us with any enquiries and complaints that you may have regarding the processing of your Personal data. However, you also have the right to lodge complaints pertaining to the processing of your Personal data to the Swedish Data Protection Authority (*Sw. Datainspektionen*).

6. CONTACT US

If you have any questions or concerns regarding the processing of your Personal data, please contact CEVT on the contact details set forth below.

The data controller for Personal data is **China-Euro Vehicle Technology Aktiebolag, Organization number 556922-7639.**

Adress: THERES SVENSSONS GATA 7, 417 55 Göteborg, Västra Götalands län

Telephone: +46 (0)31 309 75 70

Email: info@cevt.se

CEVT's Data Protection Officer (DPO) can be contacted on:

E-mail: dpo@cevt.se