

## **Privacy Statement External Nippon Thompson Europe**

Nippon Thompson Europe takes great care with personal information of clients and relationships. With regard to the processing of your personal data, we, as a controller and processor, adhere to the requirements of the General data protection regulation.

### Personal information

Nippon Thompson Europe processes your personal data which we receive from you or from your organization in the framework of contracts, projects or supplies. This can include the following data:

- Name and address
- Phonenumber and email address
- Bank account information and payment details

### Purpose of processing personal data

Nippon Thompson Europe processes your personal data for the following purposes:

- Responding to a product enquiry or request for information
- To advise you of the products
- The registration and administration of your order or request
- To send our brochure to you or to contact you (by telephone, email or post)
- To send our newsletter if you have opted to receive them

### Retention periods for your personal data

Nippon Thompson Europe stores your data at all time from a service policy so that we can inform you as a client in a timely manner.

### Rights of those involved

You have the right to ask for access, modification and removal of your personal information processed by Nippon Thompson Europe in the framework of orders and deliveries. Requests regarding your data may be addressed to [privacy-controller@ikonet.co.jp](mailto:privacy-controller@ikonet.co.jp). Nippon Thompson Europe will respond within 30 days to your requests for access, modification and removal.

### Provision to third parties

Nippon Thompson Europe does not provide your information to third parties, unless we must comply with applicable law, regulation, legal process or enforceable requests from public authorities.

### Modifications

Nippon Thompson Europe can modify this privacy statement. This privacy statement was last updated on: 31 may 2018.

### Contact

For questions, comments or further clarification, your request can be sent to: [privacy-controller@ikonet.co.jp](mailto:privacy-controller@ikonet.co.jp).