# **Bioretec Ltd Privacy Statement General Meeting**

#### 1 Controller

Name of company (business-id): Bioretec Ltd (1474196-9)

Address: Yrittäjänkulma 5, 33710 Tampere

Email address: IR@bioretec.com

(below "we")

# 2 Contact person in register matters

Bioretec IR

+358 20 778 9500

IR@bioretec.com

## 3 Purpose and legal basis for processing personal data?

The purpose for processing personal data is to enable shareholders of Bioretec Ltd to register for the Annual General Meeting.

The personal data is also processed to verify the person's identity, shareholding, and his/her right to attend the General Meeting. The data is also used to prepare the list of participants and list of votes of the General Meeting and to print the voting slips, to organize possible voting and to fulfill other rights and obligations set out in the Companies Act and in our Articles of Association. A list of participants, which in accordance with this statement consists of the persons participating in the General Meeting, is attached to the minutes of the General Meeting.

We manage registrations in our own information systems. The shareholder register is maintained by Euroclear Finland Ltd.

The legal basis for processing the personal data is our legal obligations (the Finnish Companies Act and the securities markets legislation).

#### 4 What information do we process and where do we get the information?

We process the following personal data of shareholders or representatives of the shareholders:

- name
- contact information (telephone number/email address)
- date of birth, personal identity code, business id
- number of shares and votes
- as additional information we can register information concerning enrolment and participation, including date of registration and information on voting, information of a possible representative or assistant of a shareholder and

power of attorney, information about not being disqualified from voting, special needs and possible other information provided in connection with registering for the meeting.

Personal data is collected from yourself and from Euroclear Finland Oy.

#### 5 Who do we disclose data to and do we transfer data outside the EU or EEA?

The personal data will not be disclosed to third parties nor, as a general rule, transferred outside the EU and/or the European Economic Area. We use international cloud services when processing personal data and thus the data may be transferred outside the EU/EEA. We ensure that safeguards in accordance with the GDPR are used in the data transfers. If you wish to receive additional information regarding these protective measures, you can be in contact us in accordance with Section 8 below.

We use an external service provider Euroclear Finland Oy for the technical implementation and maintenance of the shareholder register as well as for processing of personal data.

## 6 How do we protect the data and for how long do we store it?

Only persons who based on their work have the right to process the data have access to the system including personal data. Each user has an own user name and password to the system. The personal data is collected in data bases that are protected by firewalls, passwords and other technical means.

The personal data included in the minutes, or its attachments will be retained as required by the Finnish Companies Act for an indefinite period of time as part of the minutes. Other information will be deleted once they are no longer needed to prepare the minutes or to secure that the information included in the minutes is correct.

# 7 What are your rights as a data subject?

You have a right to inspect the information relating to yourself registered in the personal data register and require that incorrect, old or illegal information is corrected or deleted.

In addition, you have the right to demand that the right to use your rights is restricted and to lodge a complaint to the Finnish Data Protection Authority.

### 8 Who can you contact?

All contacts and requests regarding this statement should be made in writing or in person to the contact person named in Section 2.