

VERSION 1.

# ≈≈ MAGNUSSON SHIPPING ≈≈ AB GUST. MAGNUSSONS EFTR. – VARBERG

#### **GDPR - OUR PRIVACY POLICY**

Due to the new updated EU General Data Protection Regulation, GDPR 2016/679, that came into force on 25th May 2018, we have updated our routines and established a privacy policy that describes how we at Magnusson Shipping handle personal information and privacy. This privacy policy describes the processing of your personal data and applies when you use our services or otherwise is in contact with us.

This policy will be updated regularly and latest version will be available on our webpage at all times (www.magnusson.se).

#### PERSONAL DATA CONTROLLER

Aktiebolaget Gust. Magnussons Eftr., org.nr. 5561-304261, Sjöallén 14, 43244 Varberg, Sweden,

is the personal data responsible which ensures that your personal data is processed legally.

#### EXTERNAL PERSONAL DATA WE HANDLE

We primarily handle our customers, suppliers, as well as seafarer's personal data. The personal data may be names, e-mail address, telephone number, post address and other data that have been provided to us, direct or indirect, that is necessary for us to fulfill our obligations to our customers. We handle, at the request from Swedish authorities, seafarer's personal data, for seafarer's who call a Swedish port where we are their vessels ship agent.

#### PERSONAL- AND CONTACT DETAILS

Data: Forename, surname and contact details (e-mail address, job title, phone numbers, post address, etc.).

Handled when: You interact with someone at our company by a business related contact.

Based on following legal support: Justified interest in running our daily business and be able to offer you our services, as well as to fulfill business agreements.

#### COMMUNICATION

Data: Communication with us via phone calls, e-mail, letters, sms, etc.

Handled: When you contact us or we contact- or informs you through various forms of business contact.

Based on following legal support: Justified interest in running our daily business and be able to offer you our services, as well as to fulfill business agreements.

#### **VESSELS PRE-ARRIVALS**

Data: Forename, surname, date of birth, nationality, place of birth, passport number, job title/rank, gender and personal crew effects, place and date of ten last port calls, ETA, contact details to the vessel and vessels CSO (Company Security Officer).

Handled: When vessels submit pre-arrival details to Swedish authorities via our company (Swedish Transport Agency, Swedish Maritime Administration, coast guard and customs). Based on following legal support: Legal obligation towards Swedish authorities, in order to be able to offer vessels to call Swedish ports.

#### SENSITIVE PERSONAL DATA

We do not collect, register or process any sensitive personal data, unless yourself or your company have provided us with sensitive personal data for specific support, food allergies/special dietary information related to health information about yourself. In such case, we will always ask for your approval to use same information in order to serve yourself for a specific purpose.

# WHY WE USE YOUR PERSONAL DATA

- To offer professional chartering- and ship brokerage to you and your company.
- To communicate and give you good service.
- To provide you with relevant information about shipments, vessel positions, draft proposals, market information and similar.
- To fulfill our commitment to you- and your company, to implement agreements, to handle bookings- and freights, and to act as ships agents against shipping companies and their vessels.
- In order to comply with legal requirements and regulations, for example to authorities that require information about vessels and their crew members for the calls we handle.

# HOW WE PROTECT YOUR PERSONAL DATA

We care about your privacy and protect your personal data with both technical and organizational measures, and ensure that the handling takes place according to applicable laws.

# HOW LONG WE SAVE YOUR PERSONAL DATA

We will save your data as long as we find them relevant to pursue the purpose set out in this privacy policy.

# WHO HAS ACCEESS TO YOUR PERSONAL DATA

Your personal data is used by employees at Magnusson Shipping. Our IT partner has access to our servers for technical support and maintenance but no rights to process personal data in any of our records. We do not disclose personal information to other companies, if we do not need to do so to fulfill our commitment to you as customer, due to law, regulations and authority decisions, or to protect our rights or to third party rights. If personal data needs to be forwarded to a third party, this information is limited to the minimum of the purpose. We never forward or share your personal data for marketing purposes to third parties.

# DATA TRANSFER TO THIRD COUNTRIES

We only transfer personal data to countries outside the EU/EEA if the country has so-called adequate protection level according to the EU or the European Commission, or if it is specially stated in connection when you transfer your personal data to us, or if you have given us your consent in advance.

# YOUR RIGHTS

- You are entitled, in accordance with applicable data protection legislation, to request information at any time about which personal data we have stored about you.
- If the personal data information that we have about you is inaccurate, incomplete or irrelevant, you may request to have them corrected, deleted or limited in our processing of the data, use your right of data portability and object our processing of your personal data. We can not delete information that constitutes public documents or when there are legal requirements for data storage, such as accounting rules. Nor can we delete data when there are legitimate reasons why the data must be saved, such as unpaid debts.
- If you want to use any of your rights, please contact us by e-mail or phone. Contact details below.

# CONTACT INFORMATION

If you need to contact us, you reach us at, phone: +46 340-666630, e-mail: agency@magnusson.se.