



## Oil Executive Search AB – Integrity Policy GDPR

In the light of the new EU Universal Data Registration Regulation 2016/679 (GDPR), which comes into force on May 25, 2018, we have established a policy how we treat the information we have about you. Oil Executive Search AB respects your privacy and protects the personal information we have about you. All personal data are used in accordance with applicable data protection laws.

### **The types of data we register**

We register personal information about you. Information can be used to identify you or information that may originate to you. We collect personal information that you voluntarily provide to us, at times when you visit us, communicate with us via email or other channels.

### **How do we use data we collect and store?**

We use the personal data we collect to:

- Provide our customers with information about you in connection with recruitment assignments.
- Provide candidates with information about you as a customer in connection with recruitment assignments.
- Send newsletters and information.

We do not sell, rent, distribute or otherwise make your personal data available to third parties, except in cases where your personal information is relevant in connection with recruitment assignments.

### **Reasons for using your personal information**

When we use personal information, we use our legitimate interests in maintaining business relationships and communicating with you. We believe that our legitimate interests follow the law and the rights and freedoms of our business contacts.

### **How we share the information we collect**

Only those persons who need to use personal data for the above-mentioned purposes have access to your personal information.

### **Storage**

Your personal information is saved for the specified purposes as mentioned above as long as you no longer wish. You may choose to unsubscribe at any time and in connection with that, we terminate data processing for the above purposes and remove your personal information from our registry.

### **Security**

We use technical and organizational security measures to protect your personal data against losses and to protect against unauthorized persons' access. We regularly review our security policies and procedures to ensure our systems are safe and secure.

### **Your choices and rights**

You are always welcome to contact us if you have questions. You are entitled to know what personal information we have about you and may request a copy. You also have the right to have incorrect personal information about you corrected and you may ask us to delete your personal information. Please note that the restriction or deletion of your personal data may mean that we will not be able to complete the information exchange described above. You may at any time choose to unsubscribe and in connection with that, we terminate data processing for the above purposes and remove your personal information from our registry. If you are dissatisfied with how we use your personal information, you have the right to report this to the Data Inspectorate.

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