

SPT Plasmateknik AB, GDPR Policy

1 Introduction

SPT Plasmateknik AB ("SPT", "we", "us") know how important it is for integrity for our customers, suppliers and employees, and our goal of this policy is to clearly and transparently describe how we collect, use, display, transmit and store the information to make sure that the information is safe. SPT carries out all handling of personal data in accordance with the Personal Data Act (PuL) and EU Integration DGPR.

2 Responsibility for personal data

SPT is responsible for processing personal data in SPT's entire system including third party systems. Ultimately, the SPT Board is responsible.

3 Contact details

For questions about this policy, please contact Managing Director Anders Somers.

4 Collection of personal data

Personal data are all kinds of information that can be directly or indirectly attributed to a physical person that is alive. This applies, for example, to the name, social security number, address, e-mail address, telephone number, etc. This also applies to, for example, identification numbers in error reporting systems, encrypted data and various types of electronic identities, such as IP numbers, if they can be linked to natural persons.

4.1 How we collect personal data and what data we collect

SPT collects information in several ways, but primarily directly from you as a customer, supplier or employee.

4.2 Data that is collected due to personal contact

We collect personal information from you when you contact us, for example via customer support / support by e-mail, telephone or other means. First of all, we collect the personal information needed to answer your question or handle your case. It is information about name and organization. Depending on how you choose to contact us, we can also collect contact information such as e-mail address or phone number.

In case of personal contact, we also collect the other personal information you choose to provide. For example, information about the plasma system you use or how you use them.

4.3 Data that is collected due to your use of our systems and services

When you use our products, different types of information are collected. We collect information about IP number, operator name and e-mail address, phone number, physical address and organization. Data produced by the use of the plasma systems are also collected.

5 Processing and storage of personal data

SPT is processing your personal information legally. It may occur that the same personal data is processed both on the basis of performance of a contract, specifically by consent or on the basis that the information is necessary to fulfil other legal obligations. This means that even if you revoke your consent and the treatment based on the consent ceases, the personal information may still remain with us for other purposes. In essence, we treat your information to fulfil an agreement in which you are a party.

6 Administration of systems

In order to deliver the products and services you ordered by us, we use your personal information in different ways. The data is used to upload accounts in VISMA business system.

For suppliers, we use your personal information in order to evaluate your products/services, put orders and to follow up on these orders etc.

7 Marketing

We use your personal information to provide service if you contact us with questions, comments or, for example, complaints. We use your name and customer number to identify you and your systems. We use your contact information, such as email address and phone number, to contact you in connection with questions and concerns. We may also use all of the other personal information we collected about you to handle your question or case, depending on what is relevant in the individual case.

8 Development of services and products

We use the information we collect about our customers to develop and improve our products and services. It concerns both our digital services and the development of our products according to customers' wishes and behaviours and, for example, addressing deficiencies or increasing security, etc.

9 Legal requirements

Processing of your personal data will also be done in order to fulfil obligations under laws and regulations, such as security and accounting.

10 Storage time

We save all the personal data we collect in our customer database. The customer database saves personal data and history for 10 years, unless you agree that we can save your data anymore. If you agree to that specifically, we will keep your personal data for up to 25 years.

The same personal data can be stored in several different locations for different purposes. This may mean that data deleted in one system due to that it is no longer necessary may remain in another system where it is stored with consent or for another purpose where personal information is still required.

11 SPT's technical and organizational measures for safe processing of your personal data

We take ongoing measures to comply with the principles of "built-in data protection and data protection by default". We continuously evaluate the risks of personal data processing and take the necessary security measures to reduce risks.

12 Monitoring

When using our technical systems, we save personal information in logs to evaluate how systems are used, improve systems, and detect unauthorized use of the systems, etc. We save IP, MAC, e-mail and information as well as system activities.

13 Your rights

13.1 Necessary handling of personal data and handling with the support of consent Personal data processing that is necessary for us to fulfil an agreement with you or to fulfil a legal obligation is permitted without consent. However, in order for us to collect and handle your personal data for any other purpose, you must agree by giving a consent. Presently, we do not process personal data for any other purpose.

13.2 Revocation of consent

You can choose to withdraw your consent at any time by contacting us using the contact details above. If you revoke your consent, we will delete the personal data and discontinue the processing covered by the consent. It may occur that the same personal data is processed both with the consent and on the basis that the task is necessary or under other rules. This means that even if you revoke your consent and the processing based on the consent ceases, the personal information may still remain with us for other purposes.

13.3 Right to get information about what personal information we have saved about you

If you want information about what information we have registered about you, you can apply for this in writing. The register extract is available on request and is free once a year.

You write and request a registry extract from SPT. NOTE! You must submit your request in writing as it has to contain your signature, so you can't send an email. Mark the letter "Personal Data Extract - to SPT's Personal Information Representative".

13.4 Right to control your personal information

You are entitled to request that the information about you is deleted, supplemented or corrected. You also have the right to request that the processing of your personal data is restricted for certain purposes and, for example, not used for direct mail.

14 Cookies

In our websites, we use cookies to enhance your experience, to gather information for our marketing and to develop the websites. The information is stored anonymously.