INFORMATION ON THE PROCESSING OF PERSONAL DATA PURSUANT TO GDPR

Dear business partner,
Dear event participant,

On May 25, 2018, the EU General Data Protection Regulation (GDPR) as well as the Austrian Data Protection Act as amended by the Data Protection Deregulation Act 2018 came into force. In compliance with our statutory obligations, we therefore inform you about the data processing operations we have been carrying out.

I) Information on the processing of personal data within the scope of a contractual relationship

Within the scope of the contractual relationship, the data you provided (e.g. employee data, contact data) as well as those collected due to the contractual relationship (e.g. phone number, bank data) are processed (point (b) of Article 6(1) GDPR). Where data processing is necessary for the purpose of our legitimate interests pursuant to point (f) of Article 6(1) of GDPR, we may collect the data of your employees (e.g. name, function, work-related contact data) in the course of communications with you. As part of the contractual relationship, we conduct—based on our legitimate interest pursuant to Article 6(1)(f) of the GDPR—a so-called "transactional risk process" to combat financial crime and to ensure adherence to group-wide compliance processes and interests (such as combating fraud, preventing corruption, or violations of sanctions regulations). In doing so, with the assistance of our external consultant PWC, headquartered in the United Kingdom, the following data is processed: contact information (name, address, email, phone number), tax ID, bank- and financial details, customer number, nationality, Social Security number, and order history, potentially data reg. family members). As part of the "transactional risk process," internally available data is cross-referenced with available external data (e.g., sanctions lists). The "Quantexa" platform used for this purpose serves as a decision-support system. The platform does not make any fully automated decisions (Art. 22 GDPR) with legal or similarly significant effects on our contractual partners. At the pre-contract stage, we might receive the following data from *Kreditschutzverband von 1870* (including KSV1870 Holding AG and companies of KSV1870 Group): name, address, phone number, e-mail, website, rating, probability of default, credit assessment, as well as name, date of birth, address, functions of the office holder, the shareholder and related parties. Such data processing is based on our legitimate

interests in reviewing the economic standing of our business partners (point (f) of Article 6(1) GDPR).

The processing and transfer of data is necessary for the proper performance of a contract pursuant to point (b) of Article 6(1) GDPR. To ensure proper performance and/or management of a contract by JTI Austria GmbH, the following categories of data need to be processed:

- name / company
- address
- authorized representatives, contact persons in the company
- contact details such as e-mail, phone number, mobile number, fax
- electronic communication (name, date, time) on the "Supplier Lifecycle Management" online platform
- proof of identity (e.g. official picture ID) as well as authentication (e.g. signature)
- data and/or documentation with regard to services under the respective contract
- if applicable, order, financial, advertising and sales data, business figures.

Without these numbers, we will not be able to enter into or perform a contract with you. The same applies to all voluntary services, such as reminders that the contract is expiring.

Based on specific legal basis the relevant data in each individual case are transferred to the following bodies:

- group companies of the JTI Group in the European Economic Area;
- website operators, software companies (“Supplier Lifecycle Management”);
- municipal authorities and district administration authorities in the areas of responsibility assigned to them (e.g. trade authority);
- customers and stakeholders of JTI Austria GmbH;
- legal representatives;
- courts of law;
- creditors of the business partner as well as other parties that may be involved in a potential related litigation;
- banks making payouts to the business partner or to third parties;
- staff or other individuals related to the business partner;
- insurance undertakings;
- auditors / tax auditors;
- security services;
- service providers in the EU or in a third country with an adequate level of data protection, such as the UK or Switzerland.

In compliance with data security standards, some of your data are processed for the administration and security of the “Supplier Lifecycle Management” online platform, e.g. for

the purpose of managing user IDs, allocating hardware and software to platform users as well as for platform security. This includes automatically generated and archived text files (e.g. correspondence) in these matters. This data processing is necessary to operate the platform securely and consequently to allow you its secure use.

If necessary, your contact details will be published on the intranet in order to enable JTI Austria GmbH employees to get in touch with you. This is because of our legitimate interest in smooth business operations. If you are not happy with this for exceptional reasons, you may object to the publication of your data. At JTI Austria GmbH, the Management Board and, with regard to specific activities, the employees of the "Legal", "Procurement", "Marketing & Sales", "Finance" and "IT" departments have access to your data.

If a legal dispute arises during a contractual relationship or after its termination, the data required for the corresponding litigation will be transferred to legal representatives and the courts.

We will store your data during the contractual relationship; after that, only relevant data will be stored within the scope of statutory retention periods and limitation periods (i.e. 10 years with regard to accounting data and up to 30 years with regard to data that may be required for potential legal disputes). We will keep any data related to you that we process beyond the contract performance for a period of three years after the last contact with you. Subsequently, your data will be either fully erased or rendered anonymous to ensure that you are no longer identifiable.

We would also like to inform you that, at any time, you have the right

- to get access to data concerning you which are being processed by us (Article 15 GDPR);
- to obtain rectification (Article 16 GDPR) or erasure of your data (Article 17 GDPR);
- to obtain restriction of processing of your data (Article 18 GDPR);
- to object to the processing of data (Art. 21 GDPR); and
- to assert the right to data portability (Art. 20 GDPR).

In addition, you can file a complaint at any time with the

Austrian Data Protection Authority
Barichgasse 40-42
1030 Vienna
Phone: +43 1 521 52-0
E-mail: dsb@dsb.gv.at

You may assert your rights as a data subject, except for the right to complain to the Austrian Data Protection Authority, against us at the following address: CCAllgemein@jti.com or by

letter to JTI Austria GmbH, Procurement department, Erdberger Lände 26a/71, 1030 Vienna. This privacy statement is available for download at https://www.jti.com/europe/austria or can be sent by regular mail upon request.

II) Information on the processing of personal data in connection with events hosted by JTI Austria GmbH

When you participate in events hosted by JTI Austria GmbH, your personal data (**name, e-mail address, phone number, job title**) and the personal data of the person accompanying you (**name, e-mail address, job title**) will be processed for the purpose of registration as well as participation & organization of the respective event (e.g. a stakeholder get-together).
By registering for the event, you give your consent to the processing of your data (point (a) of Article 6(1) GDPR). With respect to the data of the person accompanying you, you have ensured that this person agrees to the processing of his or her personal data.

Consent to the processing of personal data is given freely. If you fail to provide these data, you will not face any detrimental or other consequences; in particular, you are under no statutory or contractual obligation to give consent. If you fail to provide these data, you cannot register for and participate in the corresponding event.

In connection with the organization of events, your personal data will be stored and processed for no more than two years after you attended the event.

You may withdraw your consent at any time by sending an e-mail to CCAllgemein@jti.com or a letter to JTI Austria GmbH, CA&C department, Erdberger Lände 26a/71, 1030 Vienna. If consent is withdrawn, this shall not affect the lawfulness of processing carried out before the withdrawal.

In order to achieve the aforementioned purpose, it may be necessary for JTI Austria GmbH to disclose your data to the following recipients:

- (event) agencies established in Austria and/or the EU/EEA;
- print shops established in Austria and/or the EU/EEA;
- Österreichische Post.

Furthermore, **photographs and videos of event participants taken by JTI Austria GmbH or photographers it has engaged for the respective event will be processed** at and/or during the event.

Photographs and videos taken at events hosted by JTI Austria GmbH, company register no. FN 309726 f, Erdberger Lände 26a/71 1030 Vienna, are used for **public relations purposes as well as for the external and internal communication of corporate activities on the basis of legitimate interests of JTI Austria GmbH** (point (f) of Article 6(1) GDPR).

JTI Austria GmbH processes solely photographs and videos of event participants where they are captured during the event, usually in a group of people or in an ordinary situation, and uses them for the following **activities** for the above-mentioned purposes:

- external publications and the public presentation of JTI Austria GmbH on its website jti.com/Austria and in printed media (e.g. KURIER, *Die Presse*) and specific printed or online media (e.g. trafikantenservice.at; Trafikantenzeitung);
- inhouse publications and communication within the JTI Group via intranet (Workplace, via inhouse TV channels as well as inhouse online platforms).

For the above-mentioned purposes, photographs and videos may be **transferred** on a case-by-case basis on grounds of legitimate interests to the following bodies in particular:

- agencies established in the EU/EEA;
- group companies of the JTI Group of Companies (in particular where central functions such as Corporate Affairs & Communications are concerned);
- photographers (e.g. for photo editing) established in Austria or in the EU/EEA;
- print shops (e.g. for creating printed media) established in Austria or in the EU/EEA;
- IT service providers (e.g. support for hosting websites);
- media enterprises established in the EU/EEA.

We will erase your data as soon as processing and retention are no longer necessary and/or statutory retention periods have expired.

We would also like to inform you that, at any time, you have the following rights:

- to get access to data concerning you which are being processed by us (Article 15 GDPR);
- to obtain rectification (Article 16 GDPR) or erasure of your data (Article 17 GDPR);
- to obtain restriction of processing of your data (Article 18 GDPR);
- to object to the processing of data (Art. 21 GDPR);
- to withdraw your consent (Art. 7 GDPR); and
- to assert the right to data portability (Art. 20 GDPR).
- In addition, you can file a complaint at any time with the

Austrian Data Protection Authority
Barichgasse 40-42
1030 Vienna
Phone: +43 1 521 52-0
E-mail: dsb@dsb.gv.at

You may assert your rights as a data subject, except for the right to complain to the Austrian Data Protection Authority, against us at the following address: CCAllgemein@jti.com or by letter to JTI Austria GmbH, CA&C department, Erdberger Lände 26a/71, 1030 Vienna.
This privacy statement is available for download at https://www.jti.com/de/europe/austria/ or can be sent by regular mail upon request.

Contact

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Member of the Vienna Economic Chamber, Section Advertising and Market Communication