

29.1.2020

This Privacy Notice describes the personal data processing related to Suominen Corporation's Annual General Meeting.

Data controller and contact person

Suominen Corporation
Klaus Korhonen
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1. Purpose for processing personal data

Personal data is collected from persons who register to the Annual General Meeting of Suominen Corporation. The purpose for the collection of personal data is to enable shareholders of Suominen Corporation to register to the Annual General Meeting and to ascertain a registrant's identity and his/her right to participate in the Annual General Meeting. Further, the information is used for printing a list of participants, a voting list and ballots for the Annual General Meeting and for arranging voting, if any. A list of participants will be annexed to the minutes of the Annual General Meeting. The list is compiled based on a register of persons who arrive at the meeting.

Processing of personal data is based on Suominen Corporation's legal obligations.

2. Types of personal data collected

Suominen Corporation collects the following information for the above-said purposes:

- name
- personal identification number
- address
- phone number
- name of a possible assistant or proxy representative
- personal identification number of the possible proxy representative

3. Regular sources of information

The said personal data is collected from the shareholder in connection with the registration for the meeting. When authorizing a proxy or when an assistant is used, the shareholder provides their personal data to the data controller.

4. Regular disclosures of personal data

Following information of registration and shareholding are available to all other registered persons during the Annual General Meeting:

- shareholder's name and address or municipality
- date of birth
- details on ownership
- information on any joint owners
- information of temporary registration to the Annual General Meeting

5. Personal data transfers to third parties and outside EU or European Economic Area

The data controller enters the personal data into a registration system maintained by Euroclear Finland Ltd.

No information is transferred outside the EU or the European Economic Area.

6. Protection of the personal data

Manual data is kept in a locked space and is available only for authorized persons.

Electronic data is processed in a closed network using technical data protection to ensure the data remains unchanged and is available only for persons authorized to receive such data. Euroclear Finland Ltd is responsible for the technical maintenance of its registration system.

7. Retention and deletion of personal data

A list of participants will be annexed to the minutes of the Annual General Meeting. The list of participants includes the name of the shareholder, number of the ballot and details on ownership. The minutes and its annexes will be stored throughout the operational life of the company in order to comply with the company's statutory obligations. Other data will be erased when it is no longer necessary for drawing up the minutes or to verify the correctness of data contained therein.

8. Data subject's rights

A shareholder is entitled to access, after having supplied sufficient search criteria, all data concerning himself/herself stored by the data controller, or to receive a confirmation from the data controller that the data controller does not process any personal data concerning the shareholder.

The data controller shall, without undue delay, on its own initiative or at a shareholder's request, rectify, erase or supplement personal data contained in the personal data file, provided that such data is erroneous,

unnecessary, incomplete or obsolete for the purposes of the processing the data. The data controller shall also prevent the dissemination of such data, if this could compromise the protection of privacy of the shareholder or his/her rights. If the data controller refuses a shareholder's request concerning rectification of an error, a written certificate to this effect shall be issued by the data controller. The certificate must also mention the reasons for the refusal.

Above described requests, which must be sufficiently detailed and in writing, shall be sent to the contact person of the data controller mentioned above.

In the event the data subject has concerns or remarks regarding the processing activities described in this privacy notice, they have the right to lodge a complaint with a data protection supervisory authority.