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1. Purpose

This privacy notice (“Privacy Notice”) applies to personal data collected from those or about those who work for, or on behalf of, one of our business customers (“**Business Customer**”) or a supplier that provides goods or services to Elypta (“**Supplier Contact**”) and explains how Elypta ensures that Business Customers’ and Supplier Contacts’ personal data is processed in compliance with applicable data protection legislation.

2. Responsibility

The Privacy Manager is responsible for this document or process and will be reflected in the document either as an issuer or approver of the document.

Legal counsel should be consulted.

3. Background

Elypta AB, reg.no. 559112-1214, (“Elypta”) is committed to protecting and respecting the privacy of Business Customers and Supplier Contacts. Elypta’s mission is that Business Customers and Supplier Contacts feel comfortable with Elypta processing their personal data.

4. Data Controller and Privacy Manager

Elypta is the data controller for the processing of Business Customers and Supplier Contacts’ personal data and is thus responsible for ensuring that the processing of personal data complies with applicable data protection legislation. If a Business Customer or Supplier Contact has any questions regarding the processing of their personal data, they will find Elypta’s contact details at the end of this Privacy Notice.

Elypta is not legally required to designate a Data Protection Officer (“DPO”). Instead, Elypta appoints a Privacy Manager who is *inter alia* responsible for monitoring that Elypta’s processing of personal data is carried out in accordance with applicable legislation.

The Privacy Manager can be reached via the contact details at the end of this Privacy Notice.

5. Elypta’s Processing of Business Customers and Supplier Contacts’ Personal Data

Elypta uses Business Customers and Supplier Contacts’ personal data for the following purposes:

1. Business Customer:
 - Management and administration of business customer relationships
 - Customer feedback and complaints
2. Supplier Contact:
 - Management and administration of supplier relationships;
3. Common for both Business Customers and Supplier Contacts:

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- Administration in connection with mergers and acquisitions, restructuring, liquidation or bankruptcy etc.
- Fulfilment of legal obligations.
- Establishment and defence of legal claims.

More information about Elypta’s processing of personal data is provided in the tables below, including information about why Elypta processes Business Customers’ and Supplier Contacts’ personal data, what personal data Elypta processes to achieve those purposes and for how long Elypta retains Business Customers’ and Supplier Contacts’ personal data for each specified purpose. For information on Business Customers’ and Supplier Contacts’ rights as a data subject and how to exercise them, see Section 11 of this privacy notice.

5.1 Management and Administration of Business Customer Relationships

For any person representing a Business Customer, Elypta processes their personal data to manage and administer Elypta’s customer relationship with their employer or the legal entity that they represent, which includes taking pre-contractual steps and enter into contract(s), providing products and services in accordance with the agreement(s) between Elypta and the Business Customer, as well as to provide relevant customer service and communication in connection with the customer relationship.

Categories of personal data:	Legal basis:	Retention period:
<p><u>Contact details and work related</u> data such as name, job title and position, name of organization, business telephone number and business e-mail address.</p> <p><u>Social security number</u> (only sole traders).</p> <p><u>Additional personal data</u> provided by the Business Customer in their correspondence with Elypta e.g., regarding customer service matters (through e-mail, text messages, etc.).</p>	<p><u>Legitimate interest</u> as Elypta assesses that its interest in managing and administering the business customer relationship, including customer service, outweighs the Business Customer’s interests or fundamental rights and freedoms requiring protection of personal data.</p>	<p>The personal data is retained for the duration of the contractual relationship and for up to one year after the expiration of our business customer relationship.</p> <p>Personal data is processed in a customer service matter for as long as the matter is being handled and thereafter for up to three months.</p>

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5.2 Customer Feedback and Complaints

For any person representing representing a Business Customer, Elypta processes their personal data to exchange information related to customer feedback and complaints.

Elypta also process espersonal data derived from the customer feedback and complaints for the purpose of compiling customer satisfaction reports, analyses and statistics. The results of these reports and analyses are used for improving, replacing and developing new products and services, processes or working methods with the goal of developing Elypta’s business and constantly improving in meeting Elypta’s customers expectations and needs, and may be shared with investors, authorities or other auditors. For example, Elypta may process a Business Customer’s personal data to improve our customer service, to offer new solutions or to adapt Elypta’s products and services in accordance with Elypta’s customers’ preferences. These reports, analyses and statistics always pseudonymise, and if possible anonymise, the personal data herewith processed to the greatest extent possible for achieving the purpose of the processing.

If the complaint or feedback relates to a medical device product manufactured by Elypta, as identified by the Business Customer themselves, the Business Customer’s personal data may be required to be processed throughout the life-cycle of the medical device to comply to regulatory requirements.

Categories of personal data:	Legal basis:	Retention period:
<p><u>Contact details and work related</u> data such as name, job title and position, name of organization, business telephone number and business e-mail address.</p> <p><u>Social security number</u> (only sole traders).</p> <p><u>Additional personal data</u> provided by the Business Customer in their correspondence with Elypta e.g., regarding feedback and complaints (through e-mail, text messages, etc.).</p>	<p><u>Legitimate interest</u> as Elypta assesses that its interest in developing and improving the business to better meet its customers’ expectations and needs outweighs the Business Customer’s interests or fundamental rights and freedoms requiring protection or personal data.</p>	<p>The personal data is retained for the duration of the contractual relationship and for up to one year after the expiration of our business customer relationship.</p> <p>Personal data derived from customer feedback and complaints is processed throughout the contractual relationship and up to one year after the contractual relationship ends.</p> <p>Personal data regarding contact details and work related data for feedback and complaints on a medical device product will be processed for up to 35 years, as required in order to fullfil to the regulatory standards obligations.</p>

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5.3 Management and Administration of Supplier Relationships

For a Supplier Contact, Elypta processes their personal data to manage and administer Elypta’s contractual and business relationship with their employer or the legal entity that they represent, such as taking pre-contractual steps and enter into contract(s), as well as administering invoices, handling orders and complaints/deviations/feedback, communication including conducting meetings.

Elypta may also process their personal data in order to keep manufacturing and quality records. If such records relate to a medical device product manufactured by Elypta, as identified by the contract with the supplier, the Supplier Contact’s personal data may be required to be processed throughout the life-cycle of the medical device to comply to regulatory requirements.

Categories of personal data:	Legal basis:	Retention period:
<p><u>Contact details and work related</u> data such as name, job title and position, name of organization, business telephone number and business e-mail address.</p> <p><u>Social security number</u> (only sole traders).</p> <p><u>Additional personal data</u> provided by the Supplier Contact in their correspondence with Elypta.</p>	<p><u>Legitimate interest</u> as Elypta assesses that its interest in managing and administering the supplier relationship outweighs the Supplier Contact’s interests or fundamental rights and freedoms requiring protection of personal data.</p>	<p>The personal data is retained for the duration of the contractual relationship and for up to one year after the expiration of our business customer relationship.</p> <p>Personal data is processed in a customer service matter for as long as the matter is being handled and thereafter for up to three months.</p> <p>Personal data regarding contact details and work related data for manufacturing and quality records of a medical device product will be processed for up to 35 years, as required in order to fullfil to the regulatory standards obligations.</p>

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5.4 Fulfilment of Legal Obligations

Elypta processes Business Customers and Supplier Contacts' personal data in order to fulfil Elypta's legal obligations, under applicable law, e.g., legislation regarding accounting, audit and tax. Elypta may also share their personal data with regulatory authorities as required and as part of regulatory submissions.

Categories of personal data:	Legal basis:	Retention period:
<p><u>Contact details and work related data</u> such as your name, job title and position, name of organization, business telephone number and business e-mail address.</p> <p><u>Social security number</u> (only sole traders).</p>	<p><u>Compliance with a legal obligation.</u></p>	<p>In order to fulfil Elypta's legal obligations, the personal data are retained for up to seven years in order to comply with the Bookkeeping Act (1999:1078).</p> <p>Personal data regarding contact details and work related data for regulatory submissions related to a medical device product will be processed for up to 35 years, as required in order to fulfil to the regulatory standards obligations.</p>

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5.5 Establishment and Defence of Legal Claims

Elypta processes Business Customers and Supplier Contacts' personal data for the purposes of establishing, exercising or defending legal claims.

Categories of personal data:	Legal basis:	Retention period:
All categories of personal data mentioned in the tables above	<u>Legitimate interest</u> as Elypta considers that Elypta's interest of being able to establish, exercise or defend legal claims outweighs Business Customers and Supplier Contacts' interests or fundamental rights and freedoms requiring protection of personal data.	The personal data are retained as long as they are needed to establish and defend legal claims, for example in the event of a dispute over payment, however a maximum of three years.

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5.6 Administration in Connection with Mergers and Acquisitions, Restructuring, Liquidation or Bankruptcy Etc.

If Elypta is to be restructured, e.g. divided into several different businesses, or if a third party acquires Elypta or part of the operations, Elypta will disclose Business Customers’ and Supplier Contacts’ personal data and that of Business Customers and Supplier Contacts to the acquiring company. The acquiring company will continue to use Business Customers’ and Supplier Contacts’ personal information for the same purposes as those stated in this Privacy Notice unless the Business Customer or Supplier Contact is informed otherwise in connection with the disclosure.

Categories of personal data:	Legal basis:	Retention period:
All categories of personal data mentioned in the tables above.	<u>Legitimate interest</u> as Elypta assesses that Elypta’s interest in enabling an acquisition or restructuring process, assuming that the acquiring company carries out similar operations as Elypta, outweighs Business Customers’ and Supplier Contacts’ interests or fundamental rights and freedoms requiring protection of personal data.	If Elypta ceases to exist, e.g. through a merger, liquidation or bankruptcy, or if Elypta’s operations or part of it is to be transferred to an acquiring company, Elypta will erase the personal data as long as the retention of such personal data are not required to fulfil any of the other purposes set out above. In such case Business Customers’ and Supplier Contacts’ personal data will be processed in accordance with this Privacy Notice.

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6. From Where Do Elypta Collects Business Customers and Supplier Contacts' Personal Data

The personal data that Elypta collects about a Business Customer or Supplier Contact are mainly personal data collected directly from the Business Customer or Supplier Contact, their employer or the legal entity that they represent. In addition to the personal data which a Business Customer or Supplier Contact provide Elypta with, Elypta also collect personal data concerning a Business Customer or a Supplier Contact from public sources such as websites and social media or public registers in order to identify new potential customers and suppliers.

7. Automated Decision-Making

Elypta does not use processes for automatic decision-making.

8. Retention of Personal Data

Elypta will only retain Business Customers' and Supplier Contacts' personal data for as long as it is needed for the purposes Elypta collected the personal data and as described in this Privacy Notice. When Elypta no longer needs Business Customers and Supplier Contacts' personal data, Elypta will remove the personal data from Elypta's systems and databases, including any back-ups. More specific retention periods are provided in the tables above in Section 5, under the heading "Retention period" for each purpose.

9. With Whom Does Elypta Share Business Customers' and Supplier Contacts' Personal Data?

Elypta shares Business Customers' and Supplier Contacts' personal data with reliable external parties, such as to IT providers and suppliers or auditors or funding agencies or study collaborators or customers or investors with whom Elypta interacts to provide Elypta's services or to perform Elypta's operations.

Elypta may also need to disclose personal data at the request of public authorities (such as tax authorities, pension authorities, and regulatory agencies) or to other parties in the context of court proceedings, mergers and acquisitions, regulatory submissions, or similar. In the tables below, the Business Customer or Supplier Contact will find information about which external parties Elypta may disclose personal data to and which categories of personal data will be disclosed in such case.

Elypta may share Business Customers and Supplier Contacts' personal data with:	Categories of personal data shared:
Microsoft [Primary data storage at Elypta]	All the categories of personal data named in this Privacy Notice.
Centuri [Primary documentation control at Elypta]	<u>Contact details</u> , such as name, telephone number, e-mail address and postal address.

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Elypta will not sell Business Customers' and Supplier Contacts' personal data to any third party.

10. Where Does Elypta Process Business Customers' and Supplier Contacts' Personal Data?

Elypta aims to always process Business Customers and Supplier Contacts' personal data in the EU/EEA. In some circumstances, Elypta may need to transfer Business Customers and Supplier Contacts' personal data to a country outside of the EU/EEA ("Third Country"). In case Business Customers and Supplier Contacts' personal data are transferred to a Third Country, Elypta will ensure that Business Customers and Supplier Contacts' personal data will continue to be subject to an essentially equivalent level of protection as in the EU/EEA.

Elypta transfer Business Customers and Supplier Contacts' personal data to recipients in the United Kingdom which is subject to EU Commission's adequacy decision. This means that the EU Commission has assessed that the level of data protection in this country is essentially equivalent to that of the EU/EEA and that it is therefore possible to transfer personal data to such country without additional safeguards.

Elypta does not transfer personal data to a Third Country which is not subject to an adequacy decision.

The Business Customer or Supplier Contact should contact Elypta for more information about the legal basis for a specific transfer or if they want to receive a copy of the relevant transfer mechanism or information about the security measures taken in the context of the transfer. The contact details are provided in the end of this Privacy Notice.

11. Business Customers' and Supplier Contacts' Rights

11.1 Elypta's Responsibility for Business Customers' and Supplier Contacts' Rights

Elypta is in its capacity of data controller responsible for ensuring that the Business Customer or Supplier Contact can effectively exercise Business Customers' and Supplier Contacts' rights and that Business Customers and Supplier Contacts' personal data are processed in accordance with applicable legislation. The Business Customer or Supplier Contact may at any time contact Elypta if they wish to exercise Business Customers and Supplier Contacts' rights. Business Customers and Supplier Contacts will find Elypta's contact details at the end of this Privacy Notice.

Elypta is responsible for responding to Business Customers' and Supplier Contacts' request to exercise Business Customers' and Supplier Contacts' rights within one month from Elypta's receipt of Business Customers' and Supplier Contacts' request. Elypta is entitled to extend this period by two months when necessary, taking into account the complexity of Business Customers' and Supplier Contacts' request or if Elypta has received a large number of requests. Elypta will inform the Business Customer or Supplier Contact of any such extension within one month or receipt of Business Customer's or Supplier Contact's request, together with the reasons for the delay and information about Business Customer's or Supplier Contact's right to lodge a complaint with a supervisory authority and to seek a judicial remedy.

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All information and communication, and all actions Elypta carries out, is at no cost for the Business Customer or Supplier Contact. However, if the action the Business Customer or Supplier Contact requests is manifestly unfounded or excessive, Elypta is entitled to charge the Business Customer or Supplier Contact an administrative fee to provide the Business Customer or Supplier Contact with the requested information or carry out the requested action or refuse to meet Business Customers' and Supplier Contacts' request.

11.2 Business Customers' and Supplier Contacts' Right to Access, Rectification, Erasure and Restriction of Processing

The Business Customer or Supplier Contact has the right to request:

- Access to the Business Customer or Supplier Contact's personal data. This means that the Business Customer or Supplier Contact has the right to request access to personal data that Elypta holds about them. The Business Customer or Supplier Contact also has the right to be provided, at no cost, with information about which personal data Elypta is processing about them. Elypta has the right to charge a reasonable administration fee if the Business Customer or Supplier Contact requests further copies. If the Business Customer or Supplier Contact makes a request by electronic means, e.g. via email, Elypta will provide them with the information in commonly used electronic format. The Business Customer or Supplier Contact can use the data access request form in the Appendix to expedite the process.
 - a.
 - Rectification of the Business Customer or Supplier Contact's personal data. Elypta will at the Business Customer or Supplier Contact's request, or at Elypta's own initiative, rectify, anonymise, delete or complete personal data that the Business Customer or Supplier Contact or Elypta discovers is inaccurate, incomplete or misleading. The Business Customer or Supplier Contact also has the right to complete the personal data with additional data if relevant information is missing. The Business Customer or Supplier Contact can use the data access request form in the Appendix to expedite the process.
 - b.
 - Erasure of the Business Customer or Supplier Contact's personal data. The Business Customer or Supplier Contact has the right to request that Elypta erases Business Customers and Supplier Contacts' personal data if they no longer have an compelling reason for processing the data. Compelling reasons for continuously processing the data are if the processing is necessary:
 1. for the right of freedom of expression and information;
 2. in order for Elypta to comply with a legal obligation;
 3. for reasons of public interests in the area of public health;
 4. for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes; or
 5. for the establishment, exercise or defence of legal claims.

The Business Customer or Supplier Contact's personal data will be erased if none of the circumstances above are applicable and if:

1. the personal data are no longer necessary for the purposes for which it was collected;

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2. Elypta processes Business Customers and Supplier Contacts' personal data based on Business Customers and Supplier Contacts' consent, and the Business Customer or Supplier Contact withdraws their consent;
3. the Business Customer or Supplier Contact objects to the processing of their personal data which is based on a legitimate interest assessment and Elypta has no compelling interest that overrides the Business Customer or Supplier Contact's interests or rights and freedoms;
4. Elypta has processed the personal data unlawfully;
5. Elypta is required to erase the personal data due to a legal obligation; or
6. The Business Customer or Supplier Contact is a child and Elypta has collected Business Customers and Supplier Contacts' personal data in relation to the offer of information society services.

However, there might be requirements under applicable legislation, or other compelling reasons, that prevents Elypta from immediately erasing Business Customers and Supplier Contacts' personal data. In such case, Elypta will stop using the Business Customer or Supplier Contact's personal data for any other reasons than to comply with the applicable legislation, or the relevant compelling reason. The Business Customer or Supplier Contact can use the data access request form in the Appendix to expedite the process.

- Right to restrict processing. This means that Elypta temporarily restricts the processing of the Business Customer or Supplier Contact's personal data and that Elypta must inform the Business Customer or Supplier Contact before the restriction of processing is lifted. The Business Customer or Supplier Contact has the right to request restriction of the processing when:
 1. The Business Customer or Supplier Contact has requested rectification of their personal data in accordance with section 11.2 b) above, during the period of time Elypta is verifying the accuracy of the data;
 2. the processing is unlawful and the Business Customer or Supplier Contact does not want the personal data to be erased;
 3. Elypta, in its capacity as data controller, does no longer need the personal data for the purposes for which it was collected, but the Business Customer or Supplier Contact requires Elypta to retain the information for the establishment, exercise or defence of a legal claim; or
 4. The Business Customer or Supplier Contact has objected to processing based on Elypta's legitimate interest in accordance with section 11.3 below, during the time Elypta determines whether Elypta's legitimate interest overrides the Business Customer or Supplier Contact's interests, rights or freedoms.

The Business Customer or Supplier Contact can use the data access request form in the Appendix to expedite the process.

Elypta will take all reasonable and possible actions to notify any recipients of Business Customers and Supplier Contacts' personal data regarding any rectification, erasure or restrictions carried out by Elypta in accordance with this section 11.2. At the Business Customer or Supplier Contact's request, Elypta will also inform the Business Customer or Supplier Contact of which third parties Elypta has shared their personal data with.

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11.3 Business Customers' and Supplier Contacts' Right to Object to the Processing

The Business Customer or Supplier Contact has the right to object to the processing of their personal data when such processing is based upon legitimate interest as the legal basis (see section 5). If the Business Customer or Supplier Contact objects to such processing, Elypta will only continue with the processing if Elypta has a compelling reason for doing so that override Business Customer or Supplier Contact's interests, rights and freedoms, or if the processing is necessary for the establishment, exercise or defence of a legal claim.

11.4 Business Customers' and Supplier Contacts' Right to Withdraw Business Customers' and Supplier Contacts' Consent

If Elypta processes Business Customers' and Supplier Contacts' personal data based on Business Customers' and Supplier Contacts' consent as the legal basis, the Business Customer or Supplier Contact always has the right to withdraw their consent. The Business Customer or Supplier Contact can do this at any time by contacting Elypta. Elypta's contact details are found in the end of this Privacy Notice.

11.5 Business Customers' and Supplier Contacts' Right to Data Portability

The Business Customer or Supplier Contact has right to data portability when Elypta processes Business Customers' and Supplier Contacts' personal data on the basis of consent or performance of contract and when the processing is carried out by automated means.

The right to data portability entails that the Business Customer or Supplier Contact has the right to receive the personal data concerning themselves, which the Business Customer or Supplier Contact has provided to Elypta, in a structured, commonly used and machine-readable format. The Business Customer or Supplier Contact also has the right to have the data directly transmitted from Elypta to another controller, when technically feasible.

11.6 Business Customers and Supplier Contacts' Right to Lodge a Complaint with the Supervisory Authority

The Business Customer or Supplier Contact has the right to lodge a complaint with the Swedish Authority for Privacy Protection (Sw. *Integritetsskyddsmyndigheten, IMY*) if they are not satisfied with Elypta's processing of Business Customers' and Supplier Contacts' personal data. Please find the contact details down below:

E-mail: imy@imy.se

Website: www.imy.se

12. Elypta Protects Business Customers and Supplier Contacts' Personal Data

Elypta wants its Business Customers and Supplier Contacts to feel safe when providing Elypta with Business Customers' and Supplier Contacts' personal data. Therefore, Elypta has implemented appropriate security measures to protect Business Customers and Supplier Contacts' personal data against unauthorized access, alteration and erasure. In the case of security breach that may significantly affect the Business Customer or Supplier Contact or Business Customers' and Supplier Contacts' personal data, e.g. when there is a risk of fraud or identity theft, Elypta will contact the Business Customer or Supplier Contact and inform her/him of what they can do to reduce the risk.

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13. Amendments to this Privacy Notice

Elypta has the right to amend this Privacy Notice at any time. The latest version will always be available on Elypta's website.

When Elypta makes changes that are not purely linguistic or editorial, all Business Customers and Supplier Contacts will be notified of the changes within a reasonable time prior to the changes taking effect. If the Business Customer or Supplier Contact does not agree to the changes, they have the right to object to the processing before the changes take effect.

14. Contact Information

Business Customers and Supplier Contacts should not hesitate to contact Elypta if they have any questions regarding this Privacy Notice, Elypta's processing of Business Customers' and Supplier Contacts' personal data, or if they want to exercise Business Customers' and Supplier Contacts' rights, in which case they can submit a data subject access request (see Appendix).

E-mail: dpo@elypta.com

Webpage: www.elypta.com

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