

# Third Party Assurance Privacy Notice

We collect your personal data for selection and adjudication purposes (pre-contract) and compliance checks (post-contract). This Privacy Notice explains how we use the personal data we collect from you when carrying out our checks.

It is in our legitimate business interests to assure supply chain risks. These risks could adversely impact our customers, our employees and our brand. From time to time, we'll contact you directly or may ask our trusted partners to contact you to undertake assurance checks on our behalf.

What personal data do we collect?

- Contact name
- Email address
- Contact telephone number
- Job Title

How do we collect your data?

- You directly provide us with the data we collect when you submit a response to an information request from us or through an online questionnaire provided by us or by one of our suppliers acting on our behalf.

How will we use your data?

- We will collect your data to follow-up your response, e.g. with a request for evidence; and/or as part of our ongoing assurance checks.

How do we store your data?

- Data is stored on our premises and in the cloud (secure off-premise storage). We will retain this data for the duration of any contract you have with us.
- If our contractual relationship expires, or you are not successful in tendering for business, we will retain this data in case we do business in future for a period of up to five (5) years, in the absence of a request from you to delete it.
- Your personal data may be transferred to and stored in a destination outside your country of origin where it may be processed by Veritas personnel or by one of our approved third- party service providers. This will only occur when we are satisfied that the transfer destination provides an adequate level of protection and/or appropriate safeguards are in place to protect it.
- Where we engage third parties to process your personal data on our behalf, we contract with them to ensure that access is appropriate, and that your personal data is only used in accordance with our instructions, kept secure and deleted when no longer required.

## Marketing

- We will not use your personal data for marketing purposes or sell or otherwise share your personal data for commercial benefit.

## What are your data protection rights?

As a third-party supplier to Veritas you have the right following a request from one of those representatives concerning such personal data, to request:

- copies of the personal data we hold about such representatives of your organization; that we correct any personal data such representative(s) believe is inaccurate

that we delete, or restrict the processing of, the personal data at the request of such representative(s). In such circumstances, where we would be left without an alternative contact at your organization, we would need to be provided with one in order to continue

## How to contact us:

- If you have any questions about this privacy notice, please do not hesitate to contact [privacy@arctera.io](mailto:privacy@arctera.io)