

Information about the processing of personal data

We process different kinds of personal data at Olink Proteomics, including data about you and how you use our services. Olink Proteomics AB is the Controller for the data processed under our trademark Olink Proteomics. As Controller and, in certain cases, Processor, we are responsible for the processing of personal data and for how and for what purposes the processing is carried out. You will find our contact details at the bottom of this document.

- What kind of data do we process?

We collect and process:

Customer data that is related to your position, such as name, address, telephone number, email address, details about the services for which you have engaged us and also your professional background.

Information in conjunction with expressions of interest either as a person interested in Olink's activities/products generally or as a person interested in employment, such as name, address, telephone number, email address and, if relevant, professional background.

As a Processor, we also process **personal data related to the samples** that we analyse on behalf of our customers, which data, we, in our operation, cannot link to a certain identifiable person.

- How do we collect data?

We collect and process data:

- That you or your employer/client has provided to us in conjunction with you or your employer/client having concluded a contract with Olink Proteomics concerning the delivery of services and products.
- That you provide when you communicate with us, e.g. when you contact Technical Support or when you sign up for a newsletter or other information from us.
- That we obtain from other sources, e.g. from cooperating partners and different social media and marketing networks.
- That we collect owing to the placement of cookies on our websites that collect information from your web browser.

- **How do we use the data?**

For us to be allowed to process customer data, the processing must have a legal basis in accordance with applicable privacy legislation. This means that the processing must be done based on one or more of the following grounds: (i) the processing is necessary to enable us to perform a contract with you or your employer or in order to take steps prior to entering into the contract, or to enable us within Olink Proteomics to comply with a legal obligation, (ii) you have consented to the processing, or (iii) based on a legitimate interest.

In the following you will find examples of purposes for which we process your customer data and the legal basis for such processing.

To provide services and comply with laws

When we provide services and/or products in accordance with the conditions of the contract between us and you/your employer/client, we process data to perform our obligations under the contract. We also process data to be able to get paid for the services or products as agreed, to process invoices and payments, to deal with complaints, for troubleshooting and for dealing with other incidents. The legal basis for the processing of data under this item is 'compliance with a legal obligation'.

To communicate to you about our services

We process data to communicate with you about the services and products we provide, e.g. when you contact us or provide feedback about our services and products. Based on your use of a service and or product, we may provide you with recommendations about how you can use such a service or product, e.g. to inform you about new services/products or improvements. The legal basis for the processing of customer data for this purpose is 'a legitimate interest'.

To develop new services

We also conduct analyses of customer data with a view to improving our activities, our existing services and products, to develop new services, product portfolios and our way of working. We carry out such processing, among other things, by compiling statistics. We will also render customer details anonymous for the above-mentioned purposes. The legal basis for the processing of customer data is in this case 'a legitimate interest'.

Processing for marketing purposes

We process data to be able to market our products and services to you. We may send you

such marketing by email and letter. We do this kind of processing of customer data based on 'a legitimate interest'.

In the event that the processing of personal data is based on consent from you, you are entitled to revoke such consent at any time. You will find more information about how to withdraw consent below under the heading 'Withdrawing consent'.

- With whom do we share the data?

With companies within the Olink Group and with subcontractors that process data on our behalf

We may share your data with other companies within the Olink Group or with third parties, such as sub-contractors that perform services on our behalf, in order to fulfil the purposes above. It may sometimes be necessary for us to engage sub-contractors to be able to deliver our services to you. We then continue to be responsible for the processing of your customer data that we or the sub-contractor performs on our behalf. Such sub-contractors cannot in that case use data for purposes other than those we specify.

This means that your personal data may be transferred to a company both within the EEA or to countries outside the EEA (i.e. a third country). All such transfers are based on applicable law, and when we engage sub-contractors to perform part of the service delivery, we will conclude a contract for the processing of personal data with such parties. The EU Commission has approved certain countries outside the EEA that have a sufficient high level of protection for personal privacy. If the processing of data is done in other countries outside the EEA, this will be based on a suitable legal basis, such as the EU Commission's model clauses for such transfer, Privacy Shield or Binding Corporate Rules, which have been approved by a relevant privacy protection authority.

Public authorities

We are sometimes obliged, based on law or an authority decision, to provide personal data pursuant to such decision, e.g. to the police. The legal basis for this processing is 'compliance with a legal obligation'.

Others

We may also disclose your customer data, after you have provided your consent, to other parties, e.g. suppliers of third-party services with whom you have requested that we share your information.

- For how long do we save data?

We will process your personal data for as long as it is necessary considering the purpose of the processing. This means that different data will be saved for different periods of time. We have to save certain data for a certain period of time to comply with applicable legislation. The Accounting Act is an example of legislation that states that supporting information must be saved for a certain longer period of time.

- Your rights

The purpose of the new data protection legislation that enters into force on 25 May 2018 is, among other things, to strengthen the rights of individuals to their data. You are consequently entitled to know what we do with your data, the purposes for which we process your data, for how long we will save it and who will have access to the data. A review of what rights you have in terms of our processing of your personal data is provided below as well as how you can contact us to find out more about how we process your data.

Data Protection Officer

We have appointed a Data Protection Officer whose task is to ensure that our processing of personal data is performed in a lawful way. You are welcome to contact our Data Protection Officer at integrity@olink.com if you have any questions about our processing of personal data, wish to have any inaccurate data erased, wish to have certain data erased or have a complaint about the processing.

Right to information about what data we have concerning you

You shall be able to get information about what personal data of yours we process. To receive such information, you must clearly state the kind of information to which you want access and also identify yourself in a secure way. You are entitled to have this information free of charge, though no more than once per year.

Right to rectification

If any of the data we process is inaccurate or if more information needs to be processed considering the purpose for which we process data, you are entitled to have such inaccurate data rectified or to supplement it with such further data that may be needed for the processing. When we have rectified your data, we will contact such parties to which we have disclosed your data and inform them about what rectifications have been made, subject to the precondition that this is not deemed too burdensome for us or unless it is impossible to do this for some other reason.

Right to be forgotten

You are also entitled in certain cases, to have your personal data erased. Contact the Data Protection Officer in such a case. Contact details are provided above.

Right to restriction

You are also entitled in certain cases, to have the processing that we carry out restricted. 'Restriction' means that data is marked so that it is only processed for certain limited purposes going forward. The right to restriction applies, for example, when you consider that data is inaccurate and you have requested rectification. In such cases, you may also request that the processing of the data is restricted while we are investigating whether the data is correct. When the restriction ceases, we will inform you about this.

Right to data portability

You are also entitled to 'data portability' for the data you have submitted to us in the event that we carry out the processing based on your consent or when we process data to perform a contract with you. This means that you are entitled to receive the data you have provided to us and which data we are processing in a certain format and that you are entitled to transfer this to another controller. The right to portability only applies to data that we process by automated means. This means that data only processed in paper files is not covered by the right to portability.

Please contact our Data Protection Officer if you wish to exercise any of your rights above. Contact details are provided above.

Withdrawing consent

In some cases, the processing we carry out in respect of your customer data may be based on your approval of the processing, i.e. consent. You will find further information about consent in connection with us asking for your specific consent for a certain processing.

You are entitled at any time to withdraw the consent you have given to us for certain processing of your customer data. You should be able to withdraw a consent provided to us in the same way and at the same place where you previously gave your consent. However, you should note that we may also perform processing on legal bases other than consent. We may therefore continue to perform certain processing of your customer data even if you withdraw your consent.

Processor – Sensitive personal data

The personal data that we process for and on behalf of you and our other customers, in relation to our analysis services, we process in our capacity as processor. We are responsible for this processing according to law and according to a contract with you. This means, among other things, that all sensitive personal data that we receive shall undergo pseudonymisation, i.e. it shall not be possible to link it to an individual person without further information (e.g. a

key) to which we shall not have access. Furthermore, it means that we process no more data than what is necessary for each individual purpose and that data obtained shall be used only for the purpose(s) for which we have obtained it.

We have taken appropriate technical and organisational measures to, among other things, ensure data security in the form of access restrictions and also the above-mentioned pseudonymisation.

Miscellaneous

If we make amendments to the Integrity Policy, we will publish an undated [version here](#), where you will also have access to older versions of the policy.