

PRIVACY NOTICE
For PARTNERS USING THE SAAB COLLABORATION PORTAL

I

WHAT IS THE PURPOSE OF THIS DOCUMENT?

We are Saab AB (Publ) (Company No. 556036-0793, Registered Office: Bröderna Ugglas Gata, 582 54 Linköping).

We are committed to protecting the privacy and security of your personal information. We want you to be confident that your information will be properly protected whilst in our possession.

This privacy notice describes how we, will collect and use personal information about you during and after your working relationship with us.

It applies to all organisations persons who enter personal data into the Saab Collaboration Portal in the process of investigating potential collaboration opportunities. Please do not add any more personal data than is necessary for the discussions with between the parties.

We are a data “controller”. This means that we are responsible for deciding how we hold and use personal information about you. We are required under data protection legislation to notify you of the information contained in this privacy notice.

This notice applies all organisations persons who enter personal data into the Saab Collaboration Portal in the process of investigating potential collaboration opportunities. We may update this notice at any time.

It is important that you read this notice, together with any other privacy notice we may provide on specific occasions when we are collecting or processing personal information about you, so that you are aware of how and why we are using such information.

If you have any questions about our use of your personal information, or you wish to exercise one of your rights under data protection legislation, please contact us. A summary of your rights is detailed in this notice.

THE INFORMATION WE HOLD ABOUT YOU

Personal data, or personal information, means any information about an individual from which that person can be identified. It does not include data where the identity has been removed (anonymous data).

There are “special categories” of more sensitive personal data which require a higher level of protection.

We will collect, store, and use the following categories of personal information about you if entered into the contact form or provided to us during later discussions:

- Personal contact details such as name, title, address(es), telephone numbers, and professional email address(es)
- Information about your use of our information and communications systems
- Logs of your visits to our facilities as required by Swedish national security legislation.
- Photographs, for the purposes of our website as necessary for agreed publicity efforts, marketing and promotional materials, for example. If the parties agree on any public announcement involving personal data, written permission will be requested beforehand.

HOW IS YOUR PERSONAL INFORMATION COLLECTED?

We collect personal information about our prospective partners through the [contact form](#) and through publically available sources such as your company website.

HOW WE WILL USE INFORMATION ABOUT YOU

We will only use your personal information when the law allows us to. Most commonly, we will use your personal information in the following circumstances:

- 1. Where we need to comply with a **legal obligation**
- 2. Where we need to perform the **contract** we have entered into with you.
- 3. Where we have a **business need** for the information (also known as our 'legitimate interests', or those of a third party) and your interests and fundamental rights do not override those interests. For example, where we need to evaluate the possibility of collaboration with you and therefore need sufficient contact details.

We may also use your personal information in the following situations, which are likely to be rare:

- 4. Where we need to protect your interests (or someone else's interests).
- 5. Where it is needed in the public interest.

There are slightly different grounds for processing special categories of sensitive personal data, which are explained in more detail below.

Situations in which we will use your personal information

The situations in which we will process your personal information are listed below, together with the purpose for which we are processing or will process your personal information:

Where we need to perform the contract we have entered into with you.
Administering the contract we have entered into with you.
Facilitating potential payments.
Making decisions about our continued collaboration and renewal of contracts.
Making arrangements for the termination of our collaborative relationship.
Where we need to comply with a legal obligation.
Complying with health and safety obligations.
Complying with national security regulations and export control
Where we have a business need for the information and your interests and fundamental rights do not override those interests.
Assessing possibilities for collaboration and communicating with you during agreed projects.
Business management and planning, including accounting and auditing.
When performing due diligence ahead of potential investment.

As you can see, some of the above grounds for processing will overlap and there may be several grounds which justify our use of your personal information.

Change of purpose

We will only use your personal information for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason and that reason is compatible with the original purpose. If we need to use your personal information for an unrelated purpose, we will notify you and we will explain the legal basis which allows us to do so.

Please note that we may process your personal information without your knowledge or consent, in compliance with the above rules, where this is required or permitted by law.

Do we need your consent?

We do not need your consent if we use special categories of your personal information in accordance with this policy to carry out our legal obligations or exercise specific rights in the field of employment law.

In limited circumstances, we may approach you for your written consent to allow us to process certain particularly sensitive data. If we do so, we will provide you with full details of the information that we would like and the reason we need it, so that you can carefully consider whether you wish to consent. You should be aware that it is not a condition of your contract with us that you agree to any request for consent from us.

DATA SHARING

We may have to share your data with other entities within the Saab Group, including wholly or partially owned subsidiaries.

Whenever we share your personal information with third parties we will take all reasonable steps to ensure appropriate safeguards are in place to protect your personal information and your privacy rights. We require all Saab Group entities to respect the security of your data and to treat it in accordance with the law.

When might you share my personal information with other entities in the group?

We will share your personal information with other entities in our group as part of our evaluation of the possible collaboration. In some cases, the business interest in the collaboration may reside within a different legal entity within the Saab Group than Saab AB (Publ).

What about other third parties?

We may share your personal information with other third parties such as:

1. carefully selected third parties who provide a service to us to support our core operations, such as: processing our mail, providing IT systems and administrative services and the development and improvement of internal systems and processes;
2. competent authorities (statutory bodies, regulatory authorities, authorised bodies who have a role laid out by law);
3. other organisations where we are legally obligated to disclose your personal information (such as requests made in the prevention and detection of crime) or where disclosure is necessary to protect the property, rights and safety of us and our staff;
4. another company, if our business (or part) is purchased/taken over to ensure the appropriate transfer and protection of your employment or as part of discussions leading up to a sale/takeover;
5. other third parties where you have given your **express consent** or where we reasonably believe a third party is acting on your behalf.

Transferring information outside the European Economic Area (EEA)

We may transfer personal information outside the EEA if required for

1. Compliance with a **legal obligation**
2. Where we need to perform the **contract** we have entered into with you.
3. Where we have a **business need** for the information (also known as our 'legitimate interests', or those of a third party) and your interests and fundamental rights do not override those interests. For example, where we need to evaluate the possibility of collaboration with you and therefore need sufficient contact details. The business interest in our potential collaboration may rest in a Saab Group entity outside of the EEA.

Providing us with personal information of another person

If you need to provide us with personal information about another person you must obtain that individual's **express consent** to pass us their information. You should share this notice with that individual as it may also apply to them.

DATA SECURITY

We have put in place appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

All information you provide to us is stored on our secure servers. In addition, we limit access to your personal information to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal information on our instructions and they are subject to a duty of confidentiality.

Details of the security measures we have put in place to protect your personal information are available upon request from dpo@saabgroup.com

We have put in place procedures to deal with any suspected data security breach and will notify you and any applicable regulator of a suspected breach where we are legally required to do so.

DATA RETENTION

How long will you use my information for?

We will only retain your personal information for as long as necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements.

To determine the appropriate retention period for personal data, we consider:

- the amount, nature, and sensitivity of the personal data;
- the potential risk of harm from unauthorised use or disclosure of your personal data;
- the purposes for which we process your personal data and whether we can achieve those purposes through other means; and
- the applicable legal requirements.

Anonymising data

In some circumstances we may anonymise your personal information so that it can no longer be associated with you, in which case we may use such information without further notice to you.

Once our collaboration is completed, or we have decided not to collaborate, we will retain your personal information

in accordance with our data retention policy, taking into account any applicable laws and regulations. After expiry of the retention period, we will securely destroy it.

RIGHTS OF ACCESS, CORRECTION, ERASURE, AND RESTRICTION

Your duty to inform us of changes

It is important that the personal information we hold about you is accurate and current. Please keep us informed if your personal information changes during your working relationship with us.

Your rights in connection with personal information

We recognise that the personal information we hold about you belongs to you and it is right that you have control over that personal information. In certain circumstances, by law you have the right to:

- **Request access** to your personal information (commonly known as a “data subject access request”). This enables you to receive a copy of the personal information we hold about you and to check that we are lawfully processing it.
- **Request correction** of the personal information that we hold about you. This enables you to have any incomplete or inaccurate information we hold about you corrected.
- **Request erasure** of your personal information. This enables you to ask us to delete or remove personal information where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal information where you have exercised your right to object to processing (see below).
- **Object to processing** of your personal information where we are relying on a business need (or those of a third party) and there is something about your particular situation, which makes you want to object to processing on this ground. You also have the right to object where we are processing your personal information for direct marketing purposes.
- **Request the restriction of processing** of your personal information. This enables you to ask us to suspend the processing of personal information about you, for example if you want us to establish its accuracy or the reason for processing it.
- **Request the transfer** of your personal information to another party.

If you would like to exercise any of these rights, please contact Saab DPO in writing.

We need to make you aware that even where you exercise a right detailed above, we may not be able to comply with that request if an exception in law applies. Where this is the case we will notify you and explain why we're unable to meet your request.

No fee usually required

You will not have to pay a fee to access your personal information (or to exercise any of the other rights). However, we may charge a reasonable fee if your request for access is clearly unfounded or excessive. Alternatively, we may refuse to comply with the request in such circumstances.

What we may need from you

We may need to request specific information from you to help us confirm your identity and ensure your right to access the information (or to exercise any of your other rights). This is another appropriate security measure to ensure that personal information is not disclosed to any person who has no right to receive it.

RIGHT TO WITHDRAW CONSENT

In the limited circumstances where you may have provided your consent to the collection, processing and transfer of your personal information for a specific purpose, you have the right to withdraw your consent for that specific

processing at any time. To withdraw your consent, please contact Saab DPO at dpo@saabgroup.com. Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate basis for doing so in law.

DATA PROTECTION ISSUES

We have appointed a data protection officer (DPO) Business Area data protection managers (DPMs) to oversee compliance with this privacy notice. If you have any questions about this privacy notice or how we handle your personal information, please contact the DPO.

CHANGES TO THIS PRIVACY NOTICE

We keep this notice under regular review. We reserve the right to update this privacy notice at any time, and we will provide you with a new privacy notice when we make any updates. We may also notify you in other ways from time to time about the processing of your personal information.

If you have any questions about this privacy notice, please contact Saab DPO at dpo@saabgroup.com
