

SCANIA PRIVACY

## STATEMENT

Respect and Responsibility are core values for us at Scania. They form the foundation when we interact with you in your role as our valued customer, a driver of our vehicles, a co-worker in our global organisation, a trusted business partner/supplier or when visiting our websites, premises or events.

The data controller responsible for your personal data is Scania CV AB, unless otherwise stated in a privacy statement specific to a market or a service as accessible through www.scania.com.

We process your personal data when it is needed to:

- deliver our products and services,
- support and assist you when you use our products and services,
- fulfil and follow up contractual obligations, ours as well as yours,
- fulfil legal obligations and legitimate requests from law enforcement and other authorities.
- provide information about our products and services as well as upcoming events,
- improve quality and develop existing, as well as new, products and services as well as our organization.

We strive to always handle and protect your personal data with respect and integrity. Sometimes we utilize trusted business partners to help us deliver our products and services. In those cases when we need to share your personal data with our business partners, we ensure that they treat your personal data with the same respect and integrity as we do.

In this privacy statement we would like to inform you what personal data we process, why we are doing it and how we ensure that your rights and your privacy is respected. Further information about how your personal data is processed may in specific cases be found in more detailed privacy notices, contracts and service descriptions. You will in these cases find the information when accessing the application/system/service. If you have any questions or concerns you are always welcome to contact us <a href="here">here</a> or talk to your Scania contact.

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## **-FAQ**

#### Does Scania share my personal data with third parties?

To provide the best products and services we utilize our global organization and a global network of trusted partners. This means that we - from time to time - share your personal data (all or selected parts as mentioned in the different data subject categories) within the TRATON Group, which Scania is part of, as well as with trusted business partners that help us. Typical examples include:

- when you use the Scania Web shop we share personal data with our partners that handle the Web shop
- we process your personal data in global IT-systems that are developed, delivered or hosted by our external IT-partners
- we may use third parties to help us organize events that you participate in, to provide you with hotel, transports etc.
- when you call our Emergency Assistance we may share your personal data with third parties for example the towing companies
- when our customer (either you or your employer) decides to engage a third party service provider and thus grants access to such a provider, Scania will share personal data related to the driver, vehicle, engine, trailer, superstructure or other products
- when you are entering into a contract with Scania for the provision of a financial/insurance product or service, we may share information with trusted parties for credit worthiness purposes
- when we are doing research and development, we may share personal data with universities, research facilities or other trusted partners.
- if you choose to accept third party cookies, your personal data may be shared with these third parties (please see our Cookie Policy for further information on Cookies).
- when Scania processes personal data in global HR processes, your personal data is transferred to the Scania unit to which you send your job application or are employed
- when you participate in internal knowledge sharing with other employees within the Scania Group your personal data will be shared with these
- when participating in trainings, your personal data will be shared with training coordination providers
- when fulfilling our obligations as an employer, we will share your personal data with banks and insurance companies
- when fulfilling our obligations under collective agreements and legislation, we will share your personal data with trade unions and work councils.'

In cases where we need to share your personal data with our business partners, we ensure that they treat your personal data with the same respect and integrity as we do. We also share your personal data with public authorities if required by law or a legitimate legal request is received from law enforcement or another authority/institution.

If your personal data is transferred out of the European Union ("EU") to a "third country" country (country outside the EU / EEA), this is done using appropriate transfer mechanisms including the relevant prior assessments and appropriate safeguards, see further just below.

#### Where does Scania process my personal data?

Scania is a global company with operations in over 100 countries. This means that we sometimes choose to process your personal data (all or selected parts) inside as well as outside of the European Union. When doing so we always comply with existing laws and



regulations as well as court decisions to ensure that your personal data is handled in a secure way. If your personal data is transferred out of the European Union this is done using appropriate transfer mechanisms including the relevant prior assessments and appropriate safeguards. Most commonly Standard Contractual Clauses (SCC) issued by the European Commission, are relied upon. You have the right to receive a copy of the relevant concluded SCC if your personal data is part of a transfer, secured by SCC. Reach out to us <a href="here">here</a> or talk to your Scania contact.

In this context 'processing' means any operation or set of operations on personal data such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

#### How does Scania protect my personal data?

We are committed to protecting your personal data. We take all appropriate and reasonable legal, technical and organizational security measures to adequately protect the personal data that we process. Our security measures are continuously improved in line with the development of available security products and services.

#### How long does Scania keep my personal data?

Specific processing activities have their own individual retention periods applicable to them as per the legal basis and/or purpose of processing. We, therefore, minimise or delete your personal data as soon as it is no longer needed to:

- fulfil our contractual obligations towards you
- fulfil the purpose for which the personal data was collected
- · fulfil our legal obligations

#### Does Scania use automated decision making and profiling?

Automated decision making is used in Recruiting. Basic criteria, such as educational degree, language skills and/or specific professional experience, are defined for the individual job position. The qualifications of the job applicant are compared to the criteria. If a candidate does not fulfil the basic requirements for the specific job position that they have applied for the applicant will be disqualified for the particular job position. The job applicant is welcome to apply for other positions.

Profiling is used when selecting employees for internal individual development programs. The profiling is made based on formal qualifications, personality tests and logic ability tests. If admitted, the profile is used for designing an individual development program for each participating employee.

#### What are my rights?

#### Right to be informed

You have the right to be informed about the personal data we process about you. In addition, you have the right to be informed about the specifics about the processing, including why your personal data will be processed, how long your personal data will be retained, recipients or categories of recipients of the personal data, the legitimate interest pursued by us (if applicable) and any "third country" (country outside the EU / EEA) transfers taking place.

We provide this information in this Privacy Statement, but as mentioned above, more



specific information about how your personal data is processed can in certain cases be found in more detailed privacy notices, including contract appendices, and service descriptions. You will in these cases find the information when accessing the application/system/service. If you have any questions or concerns you are always welcome to contact us here or talk to your Scania contact.

#### Right of access

You have the right to obtain confirmation from us as to whether we process your personal data. When this is the case, you have the right to receive a copy showing the personal data we process regarding you and in addition the certain information, including the purposes of the processing, the recipient of categories, the envisaged retention time and the existence of automated decision making (including profiling). Once we have confirmed your identity, the extract will be handed over to you in a secure way, and in an intelligible and easily accessible form.

#### Right to rectification

You have the right to update your information to ensure that we always have the correct information.

#### Right to erasure

You may, without undue delay, have your personal data deleted if any of the following conditions apply:

- If the personal data is no longer needed for the purposes for which it was collected or otherwise processed.
- If you have objected to its use and there are no overriding legitimate grounds for us to process it.
- If the processing is based solely on your consent and you withdraw your consent.
- If deletion is required to fulfil a legal obligation or if the personal data has been processed unlawfully.

There may be situations where the above shall not apply, stipulated by the GDPR, e.g. if we must process the personal data to comply with EU law or applicable Member State law, or for the establishment, exercise or defence of a legal claim.

#### Right to object

You are always entitled to object to processing of your personal data for direct marketing. This is an absolute right, which means that if you object or unsubscribe, we will no longer process your personal data for direct marketing.

You also have the right to object to any processing that we base on legitimate interest or task carried out in the public interest, including profiling based on these grounds. The processing will then stop unless we demonstrate compelling legitimate grounds for the processing, which override the interests, rights and freedoms of the individual; or show that our processing is for the establishment, exercise or defence of legal claims.

#### Right to restriction

You are entitled to request a restriction of processing of your personal data in the following situations:

- When you believe your personal data is incorrect and you have therefore requested a correction. You may then request that processing of your personal data be limited while we validate if your personal data is incorrect.
- When the personal data processing is unlawful, and you oppose to your personal data being deleted and instead request that the use of these personal data be restricted.
- When you need your personal data to be able to determine, enforce or defend legal claims, even if we no longer need your personal data for the purpose of our



processing.

 Pending the verification whether our legitimate grounds override the rights and freedoms of the individual when you have objected to processing, and the processing is based on the legal grounds legitimate interest or task carried out in the public interest.

Rights regarding automated individual decision-making, including profiling You have the right not to be subject to a decision based solely on automated processing, including profiling, which may produce legal effects or similar which significantly affects you. You have the right to object to such processing taking place.

This does however not apply if the decision is necessary for us to entering into, or perform, a contract with you, or if the decision is authorised by Union or Member State law to which we are subject, or if the decision is based on your explicit consent.

You further have the right to

- be informed about the existence of automated decision making, including profiling
- receive meaningful information about the logic involved, the significance and envisaged consequences of the processing, and
- obtain human intervention, to express your point of view and to contest the decision.

#### Right to data portability

You are entitled to obtain the personal data you have provided to us in order to process it elsewhere. This right applies in cases where our processing of your personal data is based on the legal ground that you have given your consent to the personal data processing or if you have entered into a contract with us and the processing is carried out by automated means.

#### Notification of violation (complaint)

If you believe your personal data is being processed in violation of current regulations, please reportit to us as soon as possible. You also have the right to file a complaint with the Data Protection Authority.

#### How do I contact Scania if I have questions?

You are always welcome to contact our Data Protection Officer or talk with your local Scania contact.

Online: <a href="https://www.scania.com/group/en/home/admin/misc/privacy-statement/contact-privacy.html">https://www.scania.com/group/en/home/admin/misc/privacy-statement/contact-privacy.html</a>

Telephone: +46 8 553 810 00

Postal Address: Scania CV AB, ATT: Data Protection Office, ZCD, S-151 87 Södertälje,

Sweden.



# PERSONAL DATA WE PROCESS

The personal data we collect depends on your relationship with Scania. In the sections below, you can access detailed information about the personal data we collect for different purposes.

#### What personal data does Scania process from you as a customer?

When you represent your company, we need to process your personal data for the purposes listed below. If you are a sole trader, all data that we process about your company becomes personal data.



Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To create a database of prospect customers, e.g., by using data from third parties	· · · · · · · · · · · · · · · · · · ·	Legitimate interest
To provide a quotation	<ul> <li>Organizational data (such as company name, country, company address and phone number)</li> <li>Contact information (such as name, email, phone number, address)</li> <li>If you are a sole trader, we process financial data such as credit ratings</li> <li>Contact preferences</li> <li>Purchases and transactions</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> </ul>	Legitimate interest



To deliver upon a contract	<ul> <li>Organizational data (such as company name, country, company address and phone number)</li> <li>Contact information (such as name, email, phone number, address)</li> <li>If you are a sole trader, we also process financial data such as credit ratings, bank accounts and payments as well as contractual related data such as contract number, order number, invoices</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> </ul>	Contractual obligation



To provide services and support, and to follow up on contractual obligations	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address and phone number)</li> <li>Contact preferences</li> <li>Purchases and transactions</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> </ul>	Contractual obligation



To inform you about updates, products and services that we believe may be of interest	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Contact preferences</li> <li>Profession</li> <li>Market Location</li> <li>Purchases and transactions</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> </ul>	Regulated by marketing laws per country



To follow up our performance and how satisfied you are with our products and services, including your participation in surveys	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Contact preferences</li> <li>Purchases and transactions</li> <li>Driving behaviour, such as driving patterns, geo-location and operating hours</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage engine data and error codes</li> <li>IP address, operating system, device type, app name and version, browser name and version and your responses to survey questions</li> </ul>	Legitimate interest



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To make corrective actions	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Delivery address</li> <li>Purchases and transactions</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> <li>System logs from our IT-systems</li> </ul>	Legitimate interest or contractual obligation



To analyse, improve quality and develop products, services and our organization	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Scania assigned registration numbers</li> <li>Delivery address</li> <li>Purchases and transactions</li> <li>Financial data such as credit ratings, bank accounts and payments as well as contractual related data such as contract number, order number, invoices</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> <li>System logs from our IT-systems</li> <li>Responses to survey questions</li> </ul>	Legitimate interest



To comply with legal obligations and legitimate requests from law enforcement and other authorities	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Delivery address</li> <li>Purchases and transactions</li> <li>Financial data such as credit ratings, bank accounts and payments as well as contract number, order number, invoices</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> <li>System logs from our IT-systems</li> </ul>	Legal obligation or legitimate interest



To provide you with requested information and relevant updates	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Geo-location</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage engine data and error codes</li> <li>System logs from our IT-systems</li> </ul>	Legitimate interest/Regu lated by marketing laws per country



#### What personal data does Scania process from you as a driver/ operator?

You drive a Scania vehicle or operate a machine with a Scania component We collect various types of operational data from the vehicle, engine, trailer, superstructures and other products we sell, such as fuel consumption, driving patterns, geo position, error codes et cetera. Some of this becomes personal data as we may identify who is driving the vehicle, or operating the machine.

We process this data in order to, e.g.

- deliver the services requested by the customer more information about data processing can be found in respective Service Descriptions
- on request deliver in-vehicle entertainment services
- conduct remote diagnostics as well as repair and maintenance planning
- provide support
- fulfil contractual obligations
- research, analyse, improve quality and develop existing, and new products as well as services and our organization
- comply with legal obligations and legitimate requests from law enforcement and other authorities
- inform you of relevant updates

The data we collect is either provided by your employer, collected from the vehicle, engine, trailer, superstructure or other products, or created in our IT-systems that you use.

#### You enter into a driver competition organized by Scania

If you choose to enter a driver competition organized by Scania we need to collect some of your personal data - for example your name and contact information - in order to process your registration and your participation in the competition. This personal data is provided directly by you.

You have an emergency on the road and you call Scania Assistance If you have an emergency on the road and you choose to contact us for emergency assistance we need to process your personal data in order to identify you, understand your emergency, provide assistance and contact you to continuously communicate information regarding your assistance case.



Why do we process your personal data	What categories of personal data do we process?	Legal ground
To fulfil our contractual obligations such as:  • deliver services requested by the customer / your employer  • on request deliver invehicle entertainment services  • conducting remote diagnostics as well as repair and maintenance planning  • provide support	Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings     Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID     Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes     System logs from our IT-systems	Legitimate interest



To follow up contractual obligations of the customer	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Contact preferences</li> <li>Purchases and transactions</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> <li>System logs from our IT-systems</li> </ul>	



To process your participation in our driving competitions	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Your age</li> <li>Your language preference</li> <li>The company name for your employer</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> </ul>	Consent



To provide emergency assistance on the road	Contact information (such as name, email, phone number, address) Organizational data (such as company name, country, company address and phone number) Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID Registration number (licence plate) Description of the emergency incl. description of any physical injuries and need of medical assistance Geographic position Vehicle data for remote diagnostics Audio or video call records	Legitimate interest



Ta malia	Occasional Information (1997)	La sistema e a fore con de
To make	Contact information (such as name, email,	Legitimate interest
corrective actions	phone number, address)	or contractual obligation
actions	Delivery address	obligation
	Purchases and transactions	
	Driving behaviour, such as driving	
	patterns, geo-location, operating hours	
	and preference settings	
	Identification data, for example the	
	identification number of the vehicle, trailer, superstructure or engine, as well as driver	
	ID, IP number, MAC address, IT-system and	
	user ID	
	<ul> <li>Performance data from the vehicle, trailer,</li> </ul>	
	superstructure, engine and other products,	
	for example information from vehicle	
	components, fuel consumption, brake	
	usage, gear shifting, battery usage, engine	
	data and error codes	
	System logs from our IT-systems	



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To analyse, improve and develop existing and new products and services	Contact information (such as name, email, phone number, address)  Organizational data (such as company name, country, company address and phone number)  Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings  Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID  Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes  Emergency assistance cases  Responses to survey questions  Location  System logs from our IT-systems	Legitimate interest



o comply with legal	Contact information (such as name, email,	Legal obligation or
bligations and	phone number, address)	legitimate interest
egitimate requests	Delivery address	
rom law enforcement	<ul> <li>Driving behaviour, such as driving</li> </ul>	
nd other authorities	patterns, geo-location, operating hours	
	and preference settings	
	Identification data, for example the	
	identification number of the vehicle, trailer,	
	superstructure or engine, as well as driver	
	ID, IP number, MAC address, IT-system and	
	user ID	
	<ul> <li>Performance data from the vehicle, trailer,</li> </ul>	
	superstructure, engine and other products,	
	for example information from vehicle	
	components, fuel consumption, brake	
	usage, gear shifting, battery usage, engine	
	data and error codes	
	<ul> <li>System logs from our IT-systems</li> </ul>	

To provide you with requested information and relevant updates	<ul> <li>Identification data, for example the</li> </ul>	Legitimate interest/Regulated by marketing laws per country
To follow up our performance and how satisfied you are with our products and services, including your participation in surveys	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address and phone number)</li> <li>Contact preferences</li> <li>Purchases and transactions</li> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes</li> <li>IP address, operating system, device type, app name and version, browser name and version and vour responses to survey</li> </ul>	Legitimate interest

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To provide a quotation to the customer / your employer	<ul> <li>Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings</li> <li>Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID</li> <li>Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine</li> </ul>	Legitimate interest
To monitor the security of vehicles to be able to identify attacks and security breaches, and to be able to take action.	Vehicle identifiers and electronic control unit identifiers	Legal obligation (Example: UNECE R.155)
To improve safety and comply with legislation regarding vehicle safety.	<ul> <li>Vehicle &amp; driver performance /behavioural data</li> <li>Monitoring, recordings and images</li> </ul>	Legal obligation (example: GSR 2, EU Regulation 2019/2144)



### What personal data does Scania process regarding you as a candidate and job applicant?

When you apply for a position at Scania we ask you to provide some personal data in order to process your application and, if employed, prepare your employment agreement.

**Note**: When "Personal Identifiers" is listed below, one or more data elements identifying a person is used. This includes personal identification number, name, digital signature or signature on paper, driver ID and driver card number, employee ID number and employee ID card, professional and private phone number, professional and private e-mail address and user ID.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground	Retention
Employer Branding			
To attract future competences and engage current employees, personal data is used to manage different actions, such as events, cases, competitions and visits	<ul> <li>Web browsing data</li> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Professional experience</li> <li>Professional organization</li> </ul>	Consent	Maximum 2 years after event
For the Scania Student Intro Program to find future employees, spread a positive image of Scania as an attractive employer and to create ambassadors for the Scania Group	<ul> <li>Bank number</li> <li>Clothing size</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Home Address</li> <li>Professional organization</li> <li>Education &amp; Skills</li> <li>Photo</li> </ul>	Legitimate interest	Until end of program
Recruiting			
To manage the candidate database to match candidates with jobs within the Scania Group, including creating a job requisition, advertising, screening candidates both from	<ul> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Employment data</li> <li>Ethnicity when and where mandatory according to law</li> <li>Age, Birthdate, Gender and Nationality</li> </ul>	Legitimate interest	In accordance to local laws and regulations of the recruiting Scania legal entity



applications and candidate pools, assessment, interviews and offer	<ul> <li>Home Address</li> <li>Professional organization</li> <li>Behavioural and performance data</li> <li>Criminal/legal data</li> <li>Financial data</li> <li>Health reports and Health tests</li> <li>Preferred country to work</li> <li>Professional experience</li> <li>Social medial account</li> <li>Photo</li> </ul>		
To perform background checks on job candidates	<ul> <li>Behavioral and performance data</li> <li>Leaves, vacation and working hours</li> <li>Personal Identifiers</li> <li>Professional experience</li> </ul>	Consent	14 days
To perform tests on job candidates	<ul> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> </ul>	Consent	Maximum 30 days after user account termination or 24 months after users last activity in the system
To use for future recruiting	<ul> <li>Personal identifiers</li> <li>Home Address</li> <li>Preferred country</li> <li>Employment data</li> <li>Professional experience</li> <li>Education &amp; Skills</li> <li>Social medial account</li> <li>Photo</li> </ul>	Consent	Maximum of 24 months from last editing personal information
To prepare and enter into employment contracts	<ul> <li>Education &amp; Skills</li> <li>Employment data</li> <li>Financial data</li> <li>Leaves, vacation and working hours</li> <li>Personal Identifiers</li> <li>Professional experience</li> <li>Professional Organization</li> <li>Salutation, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Emergency Contact</li> </ul>	Consent	Maximum of 10 years



To prepare onboarding for successful candidates	<ul> <li>Financial data</li> <li>Salutation, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Emergency Contact and Dependents</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Leaves, vacation, and working hours</li> <li>Photo</li> </ul>	Contractual obligation	Maximum 90 days after onboarding is completed
To prepare Scania summer internships	<ul> <li>IT usage data</li> <li>Clothes and shoes size</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Professional organization</li> <li>Home Address</li> <li>Salary</li> <li>Photo</li> </ul>	Legitimate interest	Until contract ends. E-mail address is retained until the participants finish their education.
To use HR related statistics for follow up and as the basis for HR-related decisions	<ul> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Employment data</li> <li>Rehabilitation data and Work Accidents, injuries etc</li> <li>Age, Birthdate and Gender</li> <li>Home Address</li> <li>Professional organization</li> <li>Behavioural and performance data</li> <li>Financial data</li> <li>Scania premises passage</li> <li>Professional experience</li> </ul>	Legitimate interest	



#### What personal data does Scania process regarding you as an employee?

As an employer, Scania will process personal data of employees, consultants and former employees.

During your employment at Scania we process your personal data in order to:

- administer your employment,
- fulfil our legal obligations as an employer
- fulfil our legitimate interest to e.g.:
  - o steer, plan and evaluate the work
  - o protect company employees and assets
  - contact and inform employees
  - o being transparent to owners and the general public

After you have left the company, we process limited amounts of personal data required to fulfil our legal obligations, for example personal data showing your employment period.

**Note**: When "Personal Identifiers" is listed below, one or more data elements identifying a person is processed. This includes personal identification number, name, digital signature or signature on paper, driver ID and driver card number, employee ID number and employee ID card, professional and private phone number, professional and private e-mail address and user ID.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground	Retention
Employer Branding			
To market Scania towards current employees	<ul> <li>Web browsing data</li> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Professional experience</li> <li>Professional organization</li> </ul>	Consent	Maximum 2 years after event
To create a fictional profiles to better understand and attract future competences		Legitimate interest	Until end of interview period, maximum 3 months



To manage the candidate database to match candidates with jobs within the Scania Group, including creating a job requisition, advertising, screening candidates both from applications and candidate pools, assessments, interviews and offer	<ul> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Employment data</li> <li>Ethnicity when and where mandatory according to law</li> <li>Age, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Professional organization</li> <li>Behavioural and performance data</li> <li>Criminal/legal data</li> <li>Financial data</li> <li>Health reports and Health tests</li> <li>Preferred country to work</li> <li>Professional experience</li> <li>Social medial account</li> <li>Photo</li> </ul>	Legitimate interest	In accordance to local laws and regulations of the recruiting Scania legal entity
To perform background checks on job candidates	<ul><li>Personal Identifiers</li><li>Behavioral and performance data</li></ul>	Consent	14 days
To perform test on job candidates	<ul> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> </ul>	Consent	Maximum 30 days after user account termination or 24 months after users last activity in the system
To use for future recruiting	<ul> <li>Personal identifiers</li> <li>Home Address</li> <li>Preferred country</li> <li>Employment data</li> <li>Professional experience</li> <li>Education &amp; Skills</li> <li>Social medial account</li> <li>Photo</li> </ul>	Consent	Maximum of 24 months from last editing personal information
To prepare and enter into employment contracts	<ul> <li>Education &amp; Skills</li> <li>Employment data</li> <li>Financial data</li> <li>Leaves, vacation and working hours</li> <li>Personal Identifiers</li> <li>Professional experience</li> </ul>	Consent	Maximum of 10 years



To enable onboarding and	<ul> <li>Professional Organization</li> <li>Salutation, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Emergency Contact</li> <li>Financial data</li> </ul>	Contractual obligation	Maximum 90 days after
cross-boarding	<ul> <li>Salutation, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Emergency Contact and Dependents</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Leaves, vacation, and working hours</li> <li>Photo</li> <li>IT usage data</li> </ul>		onboarding is completed
To enable sharing of experiences between Scania trainees through the TRATON Trainee Network	<ul><li>Employment data</li><li>Personal Identifiers</li><li>Professional organization</li></ul>	Legitimate interest	Three years from ending trainee program
Managing Employment			
To provide global support to HR systems	<ul> <li>Birthdate</li> <li>Home Address</li> <li>Professional organization</li> <li>Education &amp; Skills</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Leaves, vacation, and working hours</li> <li>Professional experience</li> </ul>	Legitimate interest	Maximum 2 year after closed support case or 90 days after end of employment.
To enable the HR Service Centre to receive and answer questions from HR managers, managers, employees and external authorities related to employees	<ul> <li>Birthdate</li> <li>Home Address</li> <li>Professional organization</li> <li>Education &amp; Skills</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Leaves, vacation, and working hours</li> <li>Professional experience</li> </ul>	Legitimate interest	Maximum 2 years after closed support case or 30 days after end of employment
To register new employees and administratively manage changes	<ul> <li>Leaves, vacation, and working hours</li> <li>Age, Birthdate, Gender</li> <li>Home Address</li> </ul>	Contract	24 for months after end of employment



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throughout the employment	<ul> <li>Professional organization</li> <li>Financial data</li> <li>Employment data</li> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> <li>Health certificate</li> <li>Position data</li> <li>Emergency contact</li> <li>Photos</li> <li>Professional experience</li> <li>Leaves, vacation, and working hours</li> </ul>		
To archive HR related documents	<ul> <li>Birthdate</li> <li>Home Address</li> <li>Professional organization</li> <li>Education &amp; Skills</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Leaves, vacation, and working hours</li> <li>Professional experience</li> </ul>	Legal obligation	Maximum of 10 years after employment
To handle and follow up company cars	<ul> <li>Personal Identifiers</li> <li>Professional organization</li> </ul>	Legitimate interest	10 years from paid salary
To handle and follow up the use of electric bikes	<ul><li>Personal Identifiers</li><li>Geo position of bike</li></ul>	Legitimate interest	Maximum of 10 days
To handle and following up on electronic driving record of company cars	<ul> <li>Driving time</li> <li>Milage</li> <li>Vehicle identity numbers</li> <li>Geo position of company car</li> </ul>	Legitimate interest	Maximum of 90 days
To managing bookings at Scania training facilities	<ul><li>Birthdate</li><li>Personal Identifiers</li><li>Photo</li></ul>	Contract	
To book, manage and follow up on Scania personnel transportation	<ul><li>Personal Identifiers</li><li>Pick up and leave spots</li></ul>	Legitimate interest	1 month and 1 week
To manage Scania accommodation	<ul> <li>Financial data</li> <li>Personal Identifiers</li> <li>Home Address</li> <li>Behavioral and performance data</li> </ul>	Contract	From the last day of contract, the personal data is saved for one year. Personal data regarding expatriates



To manage Scania mail	Personal Identifiers	Legitimate interest	are saved for five years. In case the tenant have a rent debt to Scania the personal data is saved until the debt is resolved
parcels			
To manage and reconcile Scania restaurant payments and invoicing	<ul><li>Personal Identifiers</li><li>Professional organization</li></ul>	Legitimate interest	The data is anonymized after 12 months of inactivity
To manage programs for top executives and other key positions	<ul> <li>Leaves, vacation, and working hours</li> <li>Age, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Professional organization</li> <li>Financial data</li> <li>Personal Identifiers</li> <li>Education &amp; Skills</li> <li>Civil status and partners name</li> <li>Emergency contact and dependents</li> <li>Social medial account</li> <li>Financial data</li> <li>Employment data</li> <li>Behavioral and performance data</li> <li>Professional experience</li> </ul>	Legitimate interest	Maximum of 10 years
To administrate the life cycle of employment to support employees and the managers	<ul> <li>IT usage data</li> <li>Salutation, Age, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Professional organization</li> <li>Financial data</li> <li>Civil status and partners name</li> <li>Emergency contact and dependents</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Leaves, vacation, and working hours</li> <li>Behavioral and performance data</li> <li>Professional experience</li> </ul>	Legitimate interest	60 months after end of employment or according to local legal requirements
Fulfilling legal obligatio	ns		



To be able to answer questions from authorities or other institutions such as the Swedish Social Insurance Agency, the Enforcement Authority, banks, AFA, Police, estates, etc.	<ul> <li>Leaves, vacation, and working hours</li> <li>Financial data</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Position data</li> <li>Professional experience</li> <li>Professional organization</li> </ul>	Legitimate interest	Until the question is answered
To manage lack of performance cases	<ul> <li>IT usage data</li> <li>Leaves, vacation, and working hours</li> <li>Age, Birthdate</li> <li>Home Address</li> <li>Professional organization</li> <li>Education &amp; Skills</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Health reports and medical certificates</li> <li>Identified illness and psychological condition</li> <li>Behavioural and performance data</li> <li>Professional experience</li> </ul>	Legal obligation	Until end of employment and during limitation period in local labour legislation
To manage individual issues of misconduct	<ul> <li>IT usage data</li> <li>Leaves, vacation, and working hours</li> <li>Age</li> <li>Professional organization</li> <li>Web browsing data</li> <li>Financial data</li> <li>Employment data</li> <li>Drug tests and Health reports</li> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Behavioural and performance data</li> <li>Scania premisses control</li> <li>Surveillance camera data</li> <li>Social medial account</li> <li>Professional experience</li> <li>Union membership</li> </ul>	Legal obligation	Until end of employment and during limitation period in local labour legislation



To negotiate with trade unions on employment and company issues	<ul><li>Personal Identifiers</li><li>Behavioural and performance data</li></ul>	Legal obligation	
To manage the redeployment process for individuals due to medical, behaviour, lack of performance or organizational reasons	<ul> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Behavioural and performance data</li> <li>Medical certificate</li> <li>Professional experience</li> <li>Professional organization</li> <li>Union membership</li> </ul>	Legal obligation	Until the process is closed and obligations due to legal and contractual obligations are fulfilled.
To manage individual rehabilitation issues  Staff and Salary Admin	<ul> <li>Leaves, vacation, and working hours</li> <li>Age</li> <li>Professional organization</li> <li>Allergies, Identified illness and Psychological condition</li> <li>Drug tests and Health tests</li> <li>Medical certificates and Health reports</li> <li>Ergonomic data</li> <li>Rehabilitation data</li> <li>Work accidents, injuries etc</li> <li>Personal Identifiers</li> <li>Body descriptive data</li> <li>Behavioural and performance data</li> <li>Professional experience</li> <li>Union membership</li> </ul>	Legal obligation	Two years after rehabilitation is closed
-			
To carry out salary reviews and salary revisions for employees	<ul> <li>Age and Gender</li> <li>Professional organization</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Behavioural and performance data</li> <li>Professional experience</li> <li>Financial data</li> <li>Leaves, vacation, and working hours</li> <li>Union membership</li> </ul>	Legal obligation	10 years after paid salary



To manage the core payroll process at Scania	<ul> <li>Leaves, vacation, and working hours</li> <li>Financial data</li> <li>Birthdate</li> <li>Home Address</li> <li>Professional organization</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Union membership</li> </ul>	Contract	10 years after paid salary
To manage payroll system support	<ul> <li>Leaves, vacation, and working hours</li> <li>Financial data</li> <li>Age and Birthdate</li> <li>Home Address</li> <li>Professional organization</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Union membership</li> </ul>	Legitimate interest	10 years after paid salary
To perform annual compensation reviews	<ul> <li>Age and Gender</li> <li>Professional organization</li> <li>Financial data</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> <li>Professional experience</li> <li>Union membership</li> </ul>	Legitimate interest	10 years after salary increase
To provide and manage individual pensions and benefits	<ul> <li>Age, Birthdate and Gender</li> <li>Financial data</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Leaves, vacation, and working hours</li> </ul>	Legitimate interest	Maximum 24 months, except employment number and PID-number, which are saved during employment.



To provide and manage individual pensions and benefits for executives and expatriates	<ul> <li>Financial data</li> <li>Civil status and Partners name</li> <li>Personal Identifiers</li> <li>Employment data</li> <li>Gender and Nationality</li> <li>Home Address</li> <li>Professional organization</li> <li>Health report</li> <li>Professional experience</li> </ul>	Contract	Until employment ends and as long as the data subject's insurance/pension is paid, including payments to beneficiaries
To manage invoicing and reporting of pensions and benefits	<ul> <li>Financial data</li> <li>Civil status</li> <li>Employment data</li> <li>Personal Identifiers</li> </ul>	Legal obligation	10 years after the data subject has died. If there are beneficiaries, the data is saved 10 years after beneficiaries have died.
To provide and manage scholarships	<ul> <li>Employment data</li> <li>Home Address</li> <li>Professional organization</li> <li>Behavioral and performance data</li> <li>Professional experience</li> </ul>	Consent	Application is saved for two months. Decision on granted scholarship is saved for two years.
To manage the Scania Resultatbonus	<ul> <li>Leaves, vacation, and working hours</li> <li>Personal Identifiers</li> <li>Home Address</li> <li>Financial data</li> </ul>	Legitimate interest	10 years from disbursement.
Work environment and	Health		
To conduct medical examinations of employees and related persons for expatriations missions	<ul> <li>Allergies, Identified illness</li> <li>Health incidents</li> <li>Health reports and Medical reports</li> <li>Health tests</li> <li>Prescriptions</li> <li>Birthdate</li> <li>Civil status, Partners name and Children names</li> <li>Personal Identifiers</li> </ul>	Contract	10 years from last entry in patient record



To film and photograph for ergonomic risk assessments	<ul> <li>Ergonomic data</li> <li>Photos and videos</li> <li>Professional organization</li> </ul>	Legal obligation	Maximum 3 months when doing risk assessments. Films used in trainings are saved as long the training is used
To conduct medical examinations of employees before short term business travel	<ul> <li>Allergies</li> <li>Identified illness</li> <li>Medical certificates</li> <li>Prescriptions</li> <li>Birthdate</li> <li>Home Address</li> <li>Professional organization</li> <li>Personal Identifiers</li> </ul>	Legitimate interest	10 years from last entry in patient record
To report, manage and analyze work incidents	<ul> <li>Personal Identifiers</li> <li>Work accidents, injuries etc</li> <li>Photos</li> <li>Position at workplace</li> </ul>	Legal obligation	Retention time is set for personal data according to local work environment legislation



To assess employees' ability to work and their health in order to take improving health care measures	<ul> <li>Age, Birthdate and Gender</li> <li>Home Address</li> <li>Professional organization</li> <li>Allergies</li> <li>Drug tests</li> <li>Ergonomic data</li> <li>Health incidents and Work accidents, injuries etc</li> <li>Medical certificates</li> <li>Prescriptions</li> <li>Psychological conditions and Psychological counseling data</li> <li>Rehabilitation data</li> <li>Body description, Height Weight and other body descriptive data</li> <li>Civil status and partners name</li> <li>Children names</li> <li>Personal Identifiers</li> <li>Photos</li> <li>Leaves, vacation, and working hour</li> </ul>	Legitimate interest	10 years from last entry in patient record
To perform new employment health examinations to investigate if there are any medical obstacles to perform the position a candidate has applied to	<ul> <li>Personal Identifiers</li> <li>Education &amp; Skills</li> <li>Age, Birthdate and Gender</li> <li>Home Address</li> <li>Drug tests and Health tests</li> <li>Identified illness</li> <li>Prescriptions</li> <li>Height and Weight</li> </ul>	Legitimate interest	Name, e-mail address, department and manager is saved for one year. Medical data is retained 10 years from last entry in patient record.
To perform random drug test of employees and offer employees with addictions help  Planning and follow-up	<ul> <li>Birthdate</li> <li>Professional organization</li> <li>Drug tests</li> <li>Personal Identifier</li> </ul>	Legitimate interest	Maximum 10 years after last entry in patient record in case of positive test. Maximum 6 months in case of negative test



To build and maintain a competence inventory to support the strategic workforce planning within the Scania Group	<ul> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Behavioural and performance data</li> <li>Professional experience</li> <li>Professional organization</li> </ul>	Legitimate interest	Maximum of 10 years or in accordance to local legislation
To enable career planning and skills assessments to identify skills and competency gaps by comparing current and potential future roles	<ul> <li>Education &amp; Skills</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Behavioural and performance data</li> <li>Professional experience</li> <li>Professional organization</li> </ul>	Legitimate interest	60 months after end of employment or according to local legal requirements
To perform the employee satisfaction barometer	<ul> <li>Age and Gender</li> <li>Professional organization</li> <li>Personal Identifiers</li> <li>Employment data</li> </ul>	Legitimate interest	Until the data is aggregated and anonymized, before reporting
To perform HR related statistics for follow-up and to form the basis for HR-related decisions	<ul> <li>Leaves, vacation, and working hours</li> <li>Financial data</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Age, Birthdate and Gender</li> <li>Professional organization</li> <li>Education &amp; Skills</li> <li>Health and Work accidents, injuries etc</li> <li>Rehabilitation data</li> <li>Professional experience</li> <li>Behavioral and performance data</li> <li>IT usage data</li> <li>Civil status</li> </ul>	Legitimate interest	Until the pension commitment is fulfilled Personal data is aggregated and anonymized before reporting



To perform analytics within the HR area to form the basis for HR-related decisions	<ul> <li>Leaves, vacation, and working hours</li> <li>Age, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Professional organization</li> <li>Financial data</li> <li>Education &amp; Skills</li> <li>IT usage data</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> <li>Professional experience</li> <li>Rehabilitation</li> <li>Work accidents, injuries etc</li> <li>Scania premises passage</li> </ul>	Legitimate interest	
To conduct surveys to be able to retain and attract employees	<ul> <li>Age, Birthdate and Gender</li> <li>Professional organization</li> <li>Employment data</li> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Professional experience</li> </ul>	Legitimate interest	Personal data is saved until the surveys are updated and re- launched, maximum of 10 years
To identify and develop cross talent	<ul> <li>Personal Identifiers</li> <li>Education &amp; Skills</li> <li>IT usage data</li> <li>Behavioral and performance data</li> </ul>	Legitimate interest	Maximum of 2 years after end of process
To enable succession planning and management	<ul> <li>Age, Gender and Nationality</li> <li>Professional organization</li> <li>Employment data</li> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> <li>Professional experience</li> </ul>	Legitimate interest	Maximum of 60 months after end of employment or according to local legal requirements
Learning and Developn	nent		
To enable employees to share digital certificates	<ul><li>Personal Identifiers</li><li>Education &amp; Skill</li></ul>	Legitimate interest	As long as the employee uses the service



To conduct performance reviews of employees	<ul> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> <li>Education &amp; Skills</li> <li>Leaves, vacation, and working hours</li> <li>Professional experience</li> <li>Employment data</li> <li>Gender</li> <li>Professional organization</li> <li>IT usage data</li> </ul>	Legitimate interest	2 years from review, but a maximum until end of employment
To enable employees to share learning activities and follow others on learning platforms	<ul> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Photos</li> </ul>	Legitimate interest	Maximum of 10 years
To manage and coordinate training activities	<ul> <li>Allergies</li> <li>Education &amp; Skills</li> <li>Clothing and Shoes size</li> <li>Employment data</li> <li>Personal Identifiers</li> <li>Professional experience</li> <li>Professional organization</li> <li>Education &amp; Skills</li> </ul>	Legitimate interest	Maximum of 10 years
To implement and evaluate training activities	<ul> <li>Web browsing data</li> <li>Personal Identifiers</li> <li>Monitoring, Recordings, and Images</li> <li>IT usage data</li> <li>Professional organization</li> </ul>	Legitimate interest	Maximum of 1 year
To create and follow-up on development plans for employees	<ul> <li>Education &amp; Skills</li> <li>Personal Identifiers</li> <li>Behavioral and performance data</li> <li>Employment data</li> <li>Professional experience</li> <li>Professional organization</li> </ul>	Legitimate interest	One year after end of employment



To train future leaders and enhance their network	<ul> <li>Allergies</li> <li>Birthdate and Nationality</li> <li>Home Address</li> <li>Professional organization</li> <li>Clothing and Shoe size</li> <li>Personal Identifiers</li> <li>Employment data</li> </ul>	Legitimate interest	End of employment
	<ul><li>Education &amp; Skills</li><li>Behavioral and performance data</li><li>Photos</li></ul>		
Tuescal Bitana a succession and	Professional experience		
Travel Management an	a Expatriation		
To manage the expatriation process for employees as well as related persons	<ul> <li>Leaves, vacation, and working hours</li> <li>Age, Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Financial data</li> <li>Education &amp; Skills</li> <li>Emergency contacts</li> <li>Civil status and partners name</li> <li>Education &amp; Skills</li> <li>Medical certificates</li> <li>Personal Identifiers</li> <li>Professional experience</li> </ul>	Contract	Maximum of 10 years
To manage travel bills and the expense process	<ul> <li>Allergies</li> <li>Work accidents, injuries etc</li> <li>Birthdate, Gender and Nationality</li> <li>Home Address</li> <li>Professional organization</li> <li>Financial data</li> <li>Personal Identifiers</li> <li>Employment data</li> <li>Position data</li> </ul>	Legitimate interest	7 years in total
To conduct travel management analysis	<ul><li>Personal Identifiers</li><li>Professional organization</li></ul>	Legitimate interest	Maximum of 5 years
Other processing			



To provide access to our IT- systems and to update, improve and/or exchange our systems	<ul> <li>Personal Identifiers</li> <li>Professional organization</li> </ul>	1 3	In accordance to local legislation
To follow safety processes and routines in case of emergency	<ul> <li>Personal Identifiers</li> <li>Employment data</li> <li>Professional organization</li> <li>Name and contact information of emergency contact</li> <li>Citizenship</li> <li>Nationality</li> </ul>	Legitimate interest or Protection of your vital interest	
To protect our employees and our company assets	<ul> <li>Personal Identifiers</li> <li>Employment data</li> <li>Professional organization</li> <li>Photos</li> <li>IT usage data</li> <li>Web browsing data</li> <li>Scania premises passage control</li> <li>Surveillance camera data</li> </ul>	Legitimate interest	



To transfer personal data externally in order to identify you as a Scania employee and to enable you to perform your work duties	<ul> <li>Personal Identifiers</li> <li>Employment data</li> <li>Professional organization</li> <li>Photos, film and audio</li> </ul>	Legitimate interest
To analyse, improve and develop existing and new products and services	<ul> <li>Personal Identifiers</li> <li>Employment data</li> <li>Citizenship</li> <li>Professional organization</li> <li>IT usage data</li> <li>Scania premises passage control</li> </ul>	Legitimate interest
To provide you with requested information and relevant updates	Personal Identifiers	Legitimate interest
To comply with licences of open-source programs	Contributors' Personal Identifiers	Contractual obligation
Termination of employr	ment	
To support HR and managers with legal advice concerning termination of employments	<ul> <li>Age</li> <li>Professional organization</li> <li>Financial data</li> <li>Personal Identifiers</li> <li>Union membership</li> </ul>	Legal obligation
To offboard employees ensuring a good exist and a structured knowledge transfer	<ul><li>Personal Identifiers</li><li>Employment data</li><li>Professional organization</li></ul>	Legitimate interest



To handle redundancy	Age and Birthdate	Legal obligation	Maximum 2 years from
according to legal	<ul> <li>Professional organization</li> </ul>		end of employment.
requirements and common	Education & Skills		Data on employment
processes	<ul> <li>Employment data</li> </ul>		time is retained until
	Personal Identifiers		reached retirement age.
	<ul> <li>Leaves, vacation, and working hours</li> </ul>		
	Professional experience		
	Behavioral and performance data		
	Financial data		
	<ul> <li>Union membership</li> </ul>		



# What personal data do we process from you as a business partner/supplier?

If you work as a representative for a supplier that provides products and services to Scania we process limited amounts of your personal data, e.g. your contact information and identification. This is used to evaluate your offering, manage a contract and provide you with access to relevant IT-systems.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To evaluate a proposal from you or your employer, or to evaluate a new business partner, both including background checks	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address and phone number)</li> <li>If you are a sole trader, we also process financial data such as credit ratings and prices</li> <li>Background information (such as personal or professional conditions and characteristics, financial data, connections to government officials and - if legally permitted – possible criminal offences</li> </ul>	Legitimate interest
To perform contracts with you or your employer	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address and phone number, business organisation number)</li> <li>If you are a sole trader, we also process financial data such as credit ratings, bank accounts and payments</li> </ul>	Contractual obligation or legitimate interest
To provide access to our IT- systems	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>User-id</li> <li>Language settings in systems</li> <li>Logs of your usage of our systems</li> </ul>	Legitimate interest
Transfer of personal data externally in order to identify you as a Scania business partner/supplier	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Employment data (such as employment number, User-ID, Photos)</li> </ul>	Legitimate interest
To communicate with yourself or your employer	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address, phone number and business organisation number)</li> </ul>	Legitimate interest

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To analyse, improve and develop existing and new products and services, as well as our organization	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address, phone number and business organisation number)</li> <li>If you are a sole trader, we also process financial data such as credit ratings, bank accounts and payments</li> <li>Logs of your usage of our systems</li> </ul>	Legitimate interest
To comply with legal obligations and legitimate requests from law enforcement and other authorities	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address, phone number and business organisation number)</li> <li>Financial data such as credit ratings, bank accounts and payments as well as contractual related data such as contract number, order number, invoices</li> <li>Citizenship</li> <li>Date of birth</li> <li>License registration</li> <li>Access logs from IT-systems and entry systems,</li> <li>IT-logs from applications and network services</li> </ul>	Legal obligations or legitimate interest
To provide you with requested information and relevant updates	Contact information (such as name, email, phone number, address)	Legitimate interest/Regu lated by marketing laws per country
To comply with licences of open source programs	Contributors' contact information (such as name, email, phone number, address)	Contractual obligation



## What personal data does Scania process from you as a visitor?

When you visit our premises and our events we process personal data about you to be able to fulfil the purpose of your visit and make your visit successful and safe. This may include contact information and driving license number, as well as food preferences and cotraveller information.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To fulfil the purpose of your visit at Scania.	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Co-traveller information (such as name, email, phone number, address, age)</li> <li>Organizational data (such as company name, country, company address, phone number and business organisation number)</li> <li>Language</li> <li>Food preferences</li> <li>Travelling and lodging details</li> <li>Driver license</li> <li>Host details</li> </ul>	Legitimate interest
To protect our visitors and our company assets	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Access logs from IT-systems and entry systems,</li> <li>IT-logs from applications and network services,</li> <li>Camera surveillance</li> <li>Security incident reports</li> <li>Health data</li> </ul>	Legitimate interest
To analyse, improve and develop existing and new products and services, as well as our organization	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Co-traveller information (such as name, email, phone number, address, age)</li> <li>Organizational data (such as company name, country, company address, phone number and business organisation number)</li> <li>Language</li> <li>Travelling and lodging details</li> <li>Driver license</li> <li>Host details</li> </ul>	Legitimate interest



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To comply with legal obligations and legitimate requests from law enforcement and other authorities	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Co-traveller information (such as name, email, phone number, address, age)</li> <li>Organizational data (such as company name, country, company address, phone number and business organisation number)</li> <li>Language</li> <li>Travelling and lodging details</li> <li>Driver license</li> <li>Host details</li> </ul>	Legal obligation or legitimate interest
To provide you with requested information, services and updates, including webcasts, annual reports.	<ul> <li>Contact information (such as name, email, phone number, address)</li> <li>Organizational data (such as company name, country, company address, phone number and business organisation number)</li> <li>Language</li> </ul>	Legitimate interest/Regu lated by marketing laws per country

When you visit our websites your web browser provides us with some information that helps us understand how you are using our websites, for example if you are using a mobile device or a computer, which region in the world you are surfing from and which browser you are using. This data helps us tailor our website and enhance your browsing experience. We use a limited number of cookies to help us understand how you are using our websites, for more information about our use of cookies see our cookie policy.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground	
Evaluate website usage and enhance our website	<ul> <li>IP-address</li> <li>Browser settings</li> <li>Type of device used to access the site</li> <li>Areas of interest</li> </ul>	Legitimate interest	
To enhance your browsing experience	<ul> <li>IP-address</li> <li>Geo-location</li> <li>Browser type and version</li> <li>Operating system</li> <li>Date and time for you visit</li> <li>URL of the referring site</li> <li>Browsing country</li> </ul>	Legitimate interest	
To provide you with directed information and campaigns	<ul> <li>IP-address</li> <li>Geo-location</li> <li>Browser type and version</li> <li>Operating system</li> <li>Date and time for you visit</li> <li>URL of the referring site</li> <li>Browsing country</li> </ul>	Legitimate interest or consent/R egulated by marketing laws per country	



## What personal data does Scania process of you as a member of the public?

Scania is developing systems to assist drivers and also to have vehicles drive autonomously, without a driver. As part of the development work our vehicles are equipped with sensors like cameras, which might capture for example your image or license plate when passing nearby. The data collected by such sensors will not be used to track or identify you as an individual but only processed for the purposes specified below.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To alert the driver, avoid accidents and improve traffic safety. (to comply with legislation)	<ul> <li>Monitoring, recordings and images</li> <li>Vehicle &amp; driver performance / behavioural data</li> <li>Position data</li> </ul>	Legal obligation (Example: GSR 2, EU Regulation 2019/2144)
To alert the driver, avoid accidents and improve traffic safety. (to improve safety)	<ul> <li>Monitoring, recordings and images</li> <li>Vehicle &amp; driver performance / behavioural data</li> <li>Position data</li> </ul>	Legitimate interest
To develop and verify software for autonomous driving.	<ul> <li>Monitoring, recordings and images</li> <li>Vehicle &amp; driver performance / behavioural data</li> <li>Position data</li> </ul>	Legitimate interest



# **COOKIE POLICY**

Our website uses cookies. Below, you will find further information on these cookies; what they are, what cookies we use, what our purpose is for using them, and how you go about blocking or deleting cookies.

With the exception of cookies that are strictly necessary to enable you to move around the website and use its features, we will only use cookies if you have allowed us to do so by checking the corresponding boxes.

#### What is a cookie?

Cookies are text files containing small amounts of information, which are downloaded to your device when you visit a website. Cookies are then sent back to the originating website on each subsequent visit, or to another website that recognises that cookie. Cookies are useful because they allow a website to recognise a user's device.

One type of cookie will save a file permanently on your computer. It can thereafter be used to customise this website based on your choices and interests. Another common type of cookie is the "session cookie". When you visit a website, session cookies are sent between your computer and the server to collect information. Session cookies are not saved after you close your internet browser. You can find more information about cookies at <a href="https://www.allaboutcookies.org">www.allaboutcookies.org</a>.

#### What do we use cookies for?

We use cookies to enhance the functionality of our website. For example, cookies help authenticate the user if the user logs in to a secure area of the website, to determine what information is made available on a particular webpage. Also, login information can be stored in a cookie, so the user can enter and leave the website without having to re-enter the same authentication information over and over. Cookies are also used to help you save certain information on the website, such as favourite products etc. They are also used for collecting statistics about user behaviour to enable us to improve the website experience.

Our website also uses third-party cookies that are managed by Adobe, Baidu, Facebook, Google, LinkedIn, Twitter, VK, Yandex, Yuko and YouTube. All these third-party cookies will forward and store information about your use of the webpage (including your IP address) to countries outside the European Union. These third parties may also transfer your information to other third parties if required by law.

Therefore, when you agree to consent to the use of these cookies, you authorize us to pass collected and maintained personal data to any country, including non-European Union countries, which may not have adequate data protection for the purposes described in this statement.

By declaring your consent as set forth in this cookie notice, you therefore explicitly and unambiguously agree that personal data, or parts thereof, may be disclosed or otherwise transferred, as described above, to recipients in countries that may provide different, less or even inadequate protection of personal data as compared to the standards applicable in the jurisdiction you reside or work in or from where you contacted us.

#### Cookies used on our website

We have put our cookies and third-party cookies into five categories:

Necessary cookies:



Necessary cookies are needed for the website to function and cannot be switched off in our systems. They are usually a consequence of you requesting services such as; setting your privacy preferences, logging in or filling in forms. You can set your browser to block or alert you about these cookies, but then some parts of the site will not work. These cookies do not store any personal data.

#### Performance cookies:

Performance cookies allow us to count visits and traffic, which is an important source of improvement of our site. They help us to know which pages are the most and least popular and to see how visitors move around the site. All the information that these cookies collect is aggregated and is therefore anonymous. If you do not allow these cookies your visit to our site will not be counted in our statistics and will not contribute to performance monitoring and improvement of the website.

#### Functional cookies:

Functional cookies enable the website to provide enhanced functionality and personalisation. They may be set by us or by third-party providers whose services we have added to our pages. If you do not allow these cookies then some or all of these services may not function properly. Third-party providers may process your information, including personal data, when these cookies are activated.

### Targeting cookies:

Targeting cookies may be set through our site by our advertising. They may be used by those companies to build a profile of your interests and show you relevant adverts on other sites. They are based on uniquely identifying your browser type and the type of internet device you use. If you do not allow these cookies, you will experience less targeted advertising.

#### Social media cookies:

Social media cookies are set by a range of social media services that we have added to the site to enable you to share our content with your friends and networks. They are capable of tracking your browser across other sites and building up a profile of your interests. This may impact the content and messages you see on other websites you visit. If you do not allow these cookies you may not be able to use or see these sharing tools.

For more information regarding what cookies we use please see our detailed cookie-list (below).

### **Duration and amount**

We only set the durations for our own cookies; the third-party cookies are set by the third-party providers. Please visit the external providers' websites and read their cookie policies to find out more. The list provided below contains the gross list of all cookies that can be obtained on all Scania.com websites meaning that there will be mostly fewer cookies activated during your visit depending on your country and preferred website.

## How to block and/or delete cookies

You are, when visiting a Scania website, asked to let us know your cookie preferences. You can also, in addition, if you do not wish to accept cookies change your web browser settings to automatically block the storage of cookies or to inform you when a website wants to store cookies on your computer. Previously stored cookies can also be deleted through your web browser. More information can be found through your web browser's support pages. If you use several different devices to access our website (computer, tablet or smartphone), you will have to change the browser settings on all devices.



# **Necessary cookies**

COOKIE	PURPOSE	SERVICE	DOMAIN	DURATION
BIGipServerae mpublish se.scania.com _http_pool	Preferred server for the load balancer system	Load Balancer	.scania.com	Session Only
BIGipServerae mpublish se.scania.com _https_pool	Preferred server for the load balancer system	Load Balancer	.scania.com	Session Only
Confidentiality Agreement	"This cookie is used to remember a user's choice about cookies on scania.com. *where users have previously indicated a preference, that user's preference will be stored in this cookie."	Cookie Consent	.scania.com	1 Year

# **Performance cookies**

COOKIE	PURPOSE	SERVICE	DOMAIN	DURATION
s_ppv	Stores percentage of pagescroll	Adobe Launch	.scania.com	0 Days
s_ppvl	Stores percentage of pagescroll	Adobe Launch	.sca nia.c om	0 Days
s_scrolled	Tracks scroll on page	Adobe Launch	.scania.com	0 Days
s_lastvisit	Tracks when the user last visited the website	Adobe Launch	.scania.com	1095 Days
s_vi_xxxx	Stores a unique visitor identifier	Adobe Launch	.2o7.net	730 Days
gpv_pu	Stores the pagename of the previous page.	Adobe Launch	.scania.com	0 Days
s_lv	Stores length between visits	Adobe Launch	.scania.com	3 Years
_ga	Stores a unique visitor identifier	Google Analytics	.scania	730 Days
_gid	Stores values for each page visited	Google Analytics	.scania	1 Day
_gat	Used to limit data on heavy-traffic sites	Google Analytics	.scania	0 Days
utma	Used to track visitor behavior	Google Analytics	.onlinevacatures.nl	469 Days
utmb	Used to track visitor behavior	Google Analytics	.onlinevacatures.nl	0 Days
utmt	Used to track visitor behavior	Google Analytics	.onlinevacatures.nl	0 Days



utmc	Used to track visitor behavior	Google Analytics	.onlinevacatures.nl	0 Days
utmz	Used to track visitor behavior	Google Analytics	.twitter.com	0 Days

<sup>(\*\*)</sup> Adobe Marketing Cloud – These cookies are used to collect information in an anonymous form about how visitors use the website. The information is used to compile reports and help us improve the site. Click here for an overview of privacy at Adobe http://www.adobe.com/privacy.html

## **Functional cookies**

COOKIE	PURPOSE	SERVICE	DOMAIN	DURATION
BAIDUID	Baidu Maps is a desktop and mobile web mapping service application and technology provided by Baidu in China Province	Baidu Map	,baidu.com	1 Year
GPS	Allows users to view videos. We embed videos from YouTube channel using YouTube's privacy enhanced mode. This mode may set cookies on your computer once you click on the YouTube video player.	YouTube	.youtube.com	1 Day
ID	Allows users to view videos. We embed videos from YouTube channel using YouTube's privacy enhanced mode. This mode may set cookies on your computer once you click on the YouTube video player.	YouTube	.doubleclick.net	Session
VISITOR_INFO 1_LIVE	Allows users to view videos. We embed videos from YouTube channel using YouTube's privacy enhanced mode. This mode may set cookies on your computer once you click on the YouTube video player.	YouTube	.youtube.com	8 Months
_fbp	Allows users to view videos. We embed videos from YouTube channel using YouTube's privacy enhanced mode. This mode may set cookies on your computer once you click on the YouTube video player.	YouTube	.doubleclick.net	3 Months



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PREF	Allows users to view videos. We embed videos from YouTube channel using YouTube's privacy enhanced mode. This mode may set cookies on your computer once you click on the YouTube video player.	YouTube	.youtube.com	8 Months
YSC	Read more at YouTube's embedding videos information page.	YouTube	.youtube.com	Session
cna	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	20 Years
ayft	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	Session
ayscnt	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	Session
isg	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	6 Months
ysuid	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	20 Years



	Allows users to view videos. We embed			
ayspstp	videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	Session
arpvid	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	Session
aysid	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.youku.com	1 Day
atpsida	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.mmstat.com	Session
atpsidas	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	.mmstat.com	10 Years
XSRF-TOKEN	Allows users to view videos. We embed videos from Youku channel. This may set cookies on your computer once you click on the Youku video player.	Youku	api.youku.com	Session



# Targeting & social media cookies

COOKIE	PURPOSE	SERVICE	DOMAIN	DURATION
yandexuid	Tracks the users activity on the site	Yandex Search Console	.yandex.ru	3389 days
yabs-dsp	Tracks the users activity on the site	Yandex Search Console	.yandex.ru	0 days
ASP.NET_Sess ionId	General purpose	iPaper	ipaper.ipapercms.dk	0 days
ActivityInfo2	Tracks the users activity on the site	AdCentric	.serving-sys.com	3 Months
u2	Tracks the users activity on the site	AdCentric	.serving-sys.com	3 Months
APISID	Used to build a profile of the visitors interests	DoubleClick Floodlight Counter	.google.co.uk	332 days
HSID	Used to build a profile of the visitors interests	DoubleClick Floodlight Counter	.google.co.uk	332 days
PREF	Used to build a profile of the visitors interests	DoubleClick Floodlight Counter	.google.co.uk	332 days
NID	Used to build a profile of the visitors interests	DoubleClick Floodlight Counter	.google.co.uk	0 days
ra1_sgm	Used to deliver adverts more relevant for the user	RadiumOne	.gwallet.com	103 days
ra1_pd	Used to deliver adverts more relevant for the user	RadiumOne	.gwallet.com	103 days
ra1_sid	Used to deliver adverts more relevant for the user	RadiumOne	.gwallet.com	104 days
RA1balancer	Used to deliver adverts more relevant for the user	RadiumOne	.gwallet.com	104 days
fr	Used to deliver adverts	Facebook	.facebook.com	3 Months
_fbp	Used to deliver adverts	Facebook	.scania	0 Days
UserMatchHist ory	Used to deliver adverts	LinkedIn	.linkedin.com	1 Month
lang	Used to deliver adverts	LinkedIn	.ads.linkedin.com	Session
bcookie	Used to deliver adverts	LinkedIn	.linkedin.com	0 Days
lang	Used to deliver adverts	LinkedIn	.linkedin.com	Session
lidc	Used to deliver adverts	LinkedIn	.linkedin.com	0 Days
lissc	Used to deliver adverts	LinkedIn	.linkedin.com	1 Year



bscookie	Used to deliver adverts	LinkedIn	.www.linkedin.com	2 Years
qca	Used to deliver adverts	LinkedIn	.linkedin.com	150 days
visit	Used to deliver adverts	LinkedIn	www.linkedin.com	348 days
personalization_id	Used to deliver adverts	Twitter	.twitter.com	2 Years
remixlang	Used to deliver adverts	VK (Vkontakte)	.vk.com	1 Year
upin	Used to deliver adverts more relevant for the user	.x01.aidata.io	468 days	
upints	Used to deliver adverts more relevant for the user	.x01.aidata.io	468 days	

## Third-party privacy statements

If you are interested in reading about our third-party providers and their privacy statements, here are some quick links to get you going:

Google - https://policies.google.com/privacy?hl=en-US

Baidu - http://usa.baidu.com/privacy/

Youtube - https://www.youtube.com/about/policies/#community-guidelines

Yoku - http://mapp.youku.com/service/agreement-eng

Yandex - https://yandex.com/legal/confidential/

**Ipaper -** https://www.ipaper.io/privacy-policy-ipaper

Facebook - https://www.facebook.com/policy.php

Linkedin - https://www.linkedin.com/legal/privacy-policy

VK - https://vk.com/privacy?eu=1

Adobe - https://www.adobe.com/privacy/policy.html