

## **Information regarding the processing of personal data according to GDPR<sup>1</sup>**

Andulf Advokat AB is controller of the personal data regarding contact details received in connection with assignments or otherwise processed when an assignment is being prepared or administrated. You are not obligated to submit personal data to us, but without you doing so we are not able to undertake an assignment since we will not be able to perform the necessary investigations regarding conflicts of interest and money laundering.

We process the data to perform mandatory investigations regarding conflicts of interest and (when applicable) money laundering, to perform and administer the assignment, look after your interests and also for accounting- and invoicing purposes. If you represent a legal entity having entered into an engagement letter with Andulf Advokat AB, the processing is based on the fact that it is necessary for purposes concerning a third party's (the legal entity's) justified interest to obtain legal advice. If you, as a natural person, enters into an engagement letter with Andulf Advokat AB, the processing is made based on the fact that it is necessary in order to fulfil the agreement to which you are a party.

We will not share personal data with any third party except for (i) if it has been agreed between the law firm and yourself, (ii) when, given a specific assignment, is necessary for the commitment to maintain your rights, (iii) if it is necessary for us to fulfil legally required obligations or comply a governmental authority decision or decision by a court of law, or (iv) in case we engage outside service provider who performs a mission on our account. The data may be released to courts of law, authorities, counter parties and counter party representatives if it is necessary to maintain your rights.

The personal data will be kept, in accordance with the legal obligation to which Andulf Advokat AB is subject to according to the Code of Conduct for lawyers, for a period of ten years from the day of the completion of the matter, or the time which is called upon by the nature of the matter.

Your personal data will not be subject to direct marketing purposes.

You have a right to request information from Andulf Advokat AB, free of charge, regarding the use of personal data concerning you. We will upon your request or by our own initiative correct or delete data which is incorrect or restrict the processing of such data. You are also entitled to receive your personal data in a machine-readable format.

If you are not happy with our process you may leave a complaint to a regulatory authority, which in Sweden is Datainspektionen ([www.datainspektionen.se](http://www.datainspektionen.se)). You may also turn to a regulatory authority in the country where you live or work.

Please contact us at [info@andulf.com](mailto:info@andulf.com) or the address below if you have any questions regarding our process of personal data.

The controller is Andulf Advokat AB, Reg. No. 556649-8530, Kungsgatan 8, SE-111 43 Stockholm, Sweden, +46 8 505 310 00, [www.andulf.com](http://www.andulf.com)

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<sup>1</sup> General Data Protection Regulation (Sw. *Dataskyddsförordningen*) (2016/679/EG).