

**KH CHEMICALS**  
**EU Customer/Vendor Data Protection Notice**

**I. Introduction and Scope**

KH CHEMICALS is committed to processing Personal Data responsibly and in compliance with the applicable data protection laws in all countries in which KH CHEMICALS operates.

This European Union ("EU") Customer/Vendor Data Protection Notice (the "Notice") describes the types of Personal Data KH CHEMICALS collects, how KH CHEMICALS uses that Personal Data, with whom KH CHEMICALS shares your Personal Data, and the rights you, as a Data Subject, have regarding KH CHEMICALS's use of the Personal Data. This Notice also describes the measures KH CHEMICALS takes to protect the security of the data and how you can contact us about our data protection practices.

**II. Contact Details of Data Controllers**

The KH CHEMICALS entity responsible for the collection and use of your Personal Data (the Data Controller) for the purposes described in this Notice KH Chemicals BV (Scheepmakerij 260, 3331 MB Zwijndrecht The Netherlands).

For any questions you may have regarding this Notice, please contact the Legal Department of KH CHEMICALS at [gdpr@khchemicals.com](mailto:gdpr@khchemicals.com).

**III. Categories of Processed Personal Data**

We Process the following Personal Data for the purposes listed below under Chapter IV:

- Contact details (such as name of organization, name contact person, department and job title, email, phone, fax, street address, office location, home address); and
- Contractual information (such as date of agreement, type of commercial relationship, etc.).

KH CHEMICALS will not collect Personal Data if such collection is prohibited under the applicable data protection laws.

In no case will Personal Data revealing religious beliefs, racial or ethnic origin, political opinions, philosophical beliefs, trade union membership or concerning sex life be processed in the customer/vendor context.

KH CHEMICALS will maintain Personal Data in a manner that ensures it is accurate, complete and up-to-date. The processed Personal Data is limited to the data that is necessary for carrying out the purpose for which such Personal Data is collected.

**IV. Purposes of Data Processing and Legal Basis**

KH CHEMICALS processes Personal Data in accordance with applicable data protection laws and regulations and only for limited, explicit and legitimate purposes. KH CHEMICALS will not use

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Personal Data for any purpose that is incompatible with the original purpose for which it was collected, unless you provide your prior explicit consent for further use.

Personal Data relating to Customers/Vendors will be Processed for the purposes of:

<b>Type of Personal Data</b>	<b>Legal Basis</b>
Commercial activities related to the purchase of products/raw materials from former/potential/current suppliers	Legal contract with supplier/customer
Commercial activities related to the sale of products/raw materials to former/potential/current clients;	Legal contract with supplier/customer
Product management/quality activities	Applicable legal provisions
Invoice administration for suppliers and customers	Applicable legal provisions
Sales administration and tariff consultation	Legitimate business interests
Stock correction and stock devaluation	Legitimate business interests
Supply chain and commercial activities related to external warehouses, transport/shipping companies and other Supply Chain members	Legal contract with supplier/customer
Management of KH CHEMICALS's external accounting and tax systems	Applicable legal provisions
Management of consulting activities, credit administration and credit diary	Legitimate business interests/ Legal contract with supplier/customer
Quality audits & assessments, complaint management	Applicable legal provisions/ Legitimate business interests
Carrying out promotional operations;	Legitimate business interests
Conducting statistical surveys	Legitimate business interests
Conduct email marketing	Legitimate business interests

The legitimate business interest is mainly the development of KH CHEMICALS's ordinary course of business. Furthermore, Personal Data of KH CHEMICALS's customers, vendors, and external consultants (including their contact person and sales representatives) may be processed for the purpose of the legitimate interest of only if such an interest is not

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overridden by the Data Subject's fundamental rights and freedoms, or interests.

KH CHEMICALS ensures that its internal governance procedures clearly specify the reasons behind decisions to use Personal Data for alternative Processing purposes. Prior to using your Personal Data for a purpose other than the one for which it was initially collected, you will be informed about such a new purpose.

**V. Data Security**

KH CHEMICALS has implemented appropriate technical and organizational measures to ensure a level of security appropriate to the risk, such risk analysis includes an analysis of the risk of compromising the rights of the Data Subject, costs of implementation, and the nature, scope, context and purposes for Data Processing.

The measures include:

- i. encryption of Personal Data where applicable/appropriate;
- ii. the ability to ensure the ongoing confidentiality, integrity, availability and resilience of Processing systems and services;

**VI. Recipients or Categories of Recipients**

KH Chemicals will grant access to Personal Data to KH Chemicals's following internal departments:

Customer Service & Logistics	Legal
Finance	Marketing
Front office	Purchase
HR	Quality
IT	Sales

KH CHEMICALS will only grant access to Personal Data on a need-to-know basis, and such access will be limited to the Personal Data that is necessary to perform the function for which such access is granted.

Authorization to access Personal Data will always be linked to the function so that no authorization will be extended to access Personal Data on a personal basis. Service providers will only receive Personal Data according to the purposes of the service agreement with KH CHEMICALS.

**VII. International Data Transfers**

International data transfers refer to transfers of Personal Data outside of the European Economic Area ("EEA"). The international footprint of KH CHEMICALS involves the transfer of Personal Data to and from other group companies or third parties, which may be located outside the EEA, including the United

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States of America. KH CHEMICALS will ensure that when Personal Data is transferred to countries that have different standards of data protection, appropriate safeguards to adequately protect the Personal Data are implemented to enable such data transfers in compliance with applicable data protection laws. KH CHEMICALS has implemented Data Transfer Agreements based on EU model clauses to cover international data transfers and a copy of these agreements can be obtained by contacting KH Chemicals at [gdpr@khchemicals.com](mailto:gdpr@khchemicals.com)

**VIII. Retention of Personal Data**

KH CHEMICALS will not retain your Personal Data for longer than is allowed under the applicable data protection laws and regulations or for longer than is justified for the purpose for which it was originally collected or otherwise processed subject to applicable local retention requirements.

As a general rule, collected data will be deleted 10 years after the termination of the customer/vendor relationship.

**IX. Data Protection Rights**

Under applicable data protection laws, you will benefit from the following rights. You can exercise these rights at any time by contacting the local DPO or DPC, where applicable:

- Right to access to, rectification and erasure of Personal Information;
- Right to restriction of Processing and to object to Processing;
- Right of data portability to the extent applicable;
- Right to withdraw consent where the Processing is based on consent; and
- Right to lodge a complaint with the supervisory authority.

**X. Notice Compliance and Contact Information**

Monitoring and ensuring compliance of the Personal Data Processing within KH CHEMICALS with this Notice and applicable data protection laws and regulations is the responsibility of the DPO or DPC.

You may contact KH Chemicals at [gdpr@khchemicals.com](mailto:gdpr@khchemicals.com) with regard to any issue related to Processing of your Personal Data and to exercise your rights as mentioned above.

**XI. Miscellaneous**

This Notice will be effective as of 25 May 2018.

This Notice may be revised and amended from time to time and appropriate notice about any amendments will be given.