

**PRIVACY POLICY FOR PERSONAL DATA
COMMUNICATED BY SUPPLIERS THROUGH THE "SYMRISE GROUP" PORTAL**

In compliance with European Regulation 2016/679 on safeguarding physical persons regarding the processing and free circulation of personal data ("GDPR"), SYMRISE AG ("SYMRISE GROUP"), with registered offices at Muehlenfeldstrasse 1, 37603 Holzminden, Germany hereby informs you that the personal data provided when signing up to the Portal **supplierdms.symrise.com** necessary for performing the contractual relations with the SYMRISE GROUP, will be processed in compliance with data protection regulations and the principles of good faith, lawfulness, transparency and protecting your confidentiality and relative rights.

We would therefore like to inform you of the following:

1. Data controller: Markus Sattler, Symrise AG, with registered offices at Muehlenfeldstrasse 1, 37603 Holzminden, Germany), who can be contacted at: [Data.protection\(at\)symrise.com](mailto:Data.protection(at)symrise.com).

2. Type of data processed, purposes and legal basis: the Data are collected and processed by the data controller exclusively for the following purposes:

- (a) Supplier database qualification and management;
- (b) participating in events and online tenders;
- (c) managing of pre-contractual and contractual Supplier relations;
- (d) performing administration, tax and accounting activities associated with the Supplier and the SYMRISE GROUP, and meeting the data processor's legal obligations;
- (e) managing litigation (in or out of court).

The legal basis for the data processing is the performance of the supply contract, pre-contractual Supplier activities, and/or meeting legal obligations.

3. Method of processing: the data may be collected, recorded, organised, stored, viewed, processed, modified, compared, used, inter-connected, selected, extracted, blocked, communicated, deleted and destroyed.

The data are collected after signing up to the Portal by filling out forms designed for the purposes, and may be included in contracts. The data are processed using electronic or other automatic, computerised or online methods with appropriate passwords, as strictly necessary for the purposes indicated above.

The data collected are recorded and stored by the data controller in computerised or paper format, and are protected and controlled using methods guaranteeing their security and confidentiality, in compliance with data protection regulations.

4. Communicating the data: the data are provided for the purposes stated in point 2 above. Refusal to provide all or part of the data will therefore make it impossible for the SYMRISE GROUP to establish and/or continue the Supplier relationship.

5. Data recipients or types of recipient: the data is processed by the data controller's internal staff (employees, outsourcers, system administrators), who are identified and authorised to process them in compliance with data protection and security regulations.

If necessary for the purposes indicated in point 2, the data may be transmitted to judicial authorities, public or private administrative offices, duly appointed outsourcers, professionals and technical consultants, and to any other subject necessary for the correct performance of the services and activities of the SYMRISE GROUP, and where necessary appointed data processor (as per article 28, GDPR).

The data will not be published or used for entirely-automatized decision-making processes, including profiling.

6. Transferring the data to third countries or international organisations: as part of managing the relationship with the SYMRISE GROUP, the data may be transferred to a country outside the EU and/or to international organisations. In this case, the SYMRISE GROUP will take all the appropriate measures to protect the security and confidentiality of the data, in compliance with current data protection regulations.

7. Storing the data: for the purposes set out in point 2, the data will be processed and stored by the data controller for the time permitted by current accounting, tax, auditing and legal regulations.

8. Data subject rights and how to exercise them: in relation to the data processing described in this privacy policy, the data subject can exercise their rights set out in articles: 15 to 21 and 77 in the GDPR. In particular, the right to access, correct or delete your data, limit or oppose its processing, obtain data portability, or file a complaint with the Data Protection Authority.

If the data processing requires consent, as per article 7 of the GDPR, the data subject can revoke that consent at any time, without affecting the lawfulness of its processing up until the revocation.

To exercise these rights, contact the relative data controller at the contact details indicated in point 1 above.