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PRIVACY NOTICE

1. "HSH CHEMIE" Ltd., registered in the commercial register of Republic of Bulgaria with UIC 130710797, having its seat and registered address in 1505 Sofia, 48 Sitnyakovo Blvd., Serdica office, 3rd floor, office 301, contact number +359 28 08 82 89, e-mail: ginka.tabanska@hsh-chemie.com is a data controller.
2. This Privacy Notice regulates the type of personal data that HSH CHEMIE Ltd. collects in connection with the conclusion, execution and termination of contracts for supply of goods (purchase and sale) and other contracts, and the manner in which the company processes these data, as well as the order for their provision to third parties.
3. For the purpose of this notice "personal data" means any information relating to an identified or identifiable natural person. A natural person is a person who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.
4. HSH CHEMIE Ltd. collects personal data in connection with the conclusion, execution and termination of contracts for the supply of chemicals and related products, which is the subject of the company's activity.
5. HSH CHEMIE Ltd. collects personal data in connection with the conclusion of other contracts and in relation to its commercial relations, accompanying and related to the main subject of activity of the company.
6. HSH CHEMIE Ltd. as a liable person under the Measures Against Money Laundering Act and the Measures against Terrorist Financing Act should make identification of the actual owner of the capital of the supplier - legal entity, as well as of its legal representatives and proxies and therefore it has the legal right to request and collect personal data of these individuals.
7. The types of personal data that shall be collected are:
 - 7.1. Personal data of the legal representatives and the authorized persons of suppliers - legal entities.
 - 7.2. Personal data of natural persons - actual owners of suppliers - legal entities.
 - 7.3. Personal data of the persons determined to represent the supplying company and / or to keep the correspondence with HSH CHEMIE Ltd.;
8. Upon refusal to provide the requested personal data or in case of impossibility to provide it, HSH CHEMIE Ltd. has the right to refuse to conclude a contract, to terminate an already concluded one or to terminate its commercial relations.
9. The deadlines for storing of the personal data are as follows:
 - 9.1. Personal data collected in connection with the acquaintance, offering and negotiation of terms under a contract for the supply of chemicals and related products or another type of contract that has not been concluded shall be stored by HSH CHEMIE Ltd. 3 (three) years from their submission.
 - 9.2. Personal data collected in connection with the receipt of tax documents for delivery of sold goods and / or services and their bookkeeping shall be

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stored by HSH CHEMIE Ltd. 10 (ten) years after the end of the accounting year in which the documents were issued.

- 9.3. Personal data collected in connection with the conclusion and execution of a contract for the supply of goods or another contract, provided that there is no pending litigation, shall be stored for 5 (five) years after the end of the calendar year in which the relevant contract was terminated. In case of legal claims, the term of storage is 3 (three) years after their completion.
- 9.4. When the collection and processing of personal data is based on the Measures Against Money Laundering Act and the Measures against Terrorist Financing Act, such data shall be stored for up to 5 (five) years starting from the beginning of the calendar year following the year of the termination of relations. According to a written instruction from the director of the „Financial Intelligence“ Directorate of the State Agency for National Security, the five-year period may be extended by up to two years.
10. The sources and methods of collecting personal data are:
 - 10.1. Requests made from and to suppliers.
 - 10.2. Commercial correspondence, incl. but not only offers and confirmations of offers.
 - 10.3. Contracts.
 - 10.4. Declarations under the Measures against Money Laundering Act and the Measures against Terrorist Financing Act;
 - 10.5. Published and / or submitted annual or other balance sheets, Income Statements, other financial statements, analyzes and statements relating to the financial status of a certain contracting party;
 - 10.6. Commercial register and other public registers.
11. The obtained personal data is necessary in connection with the execution of the concluded contracts for the supply of goods or other contracts with HSH CHEMIE Ltd. or other commercial relations and they are processed and stored legally and in good faith with the consent of the subject of the personal data and in fulfillment of the obligations of HSH CHEMIE Ltd. under the concluded contracts. The personal data collected on the above grounds is used only for the purposes stated in the present notification or for additional compatible purposes under the law.
12. The collected personal data may be provided to public authorities in connection with their activities and according to their competencies, as follows:
 - 12.1. National Revenue Agency (NRA) – on request in connection with legal obligations and in accordance with the law.
 - 12.2. State Agency for National Security (SANS) - in the cases provided by the Measures against Money Laundering Act and the Measures against Financing of Terrorism Act's cases.
 - 12.3. Judiciary authorities - The Judicial System Act provides a general obligation for legal entities to provide support and assistance to the judiciary in the exercise of their competencies. HSH CHEMIE Ltd. also provides personal data in connection with legal proceedings brought by and against the company.
 - 12.4. The Ministry of Interior Act contains a general obligation for all legal entities to provide support and assistance and to comply with the

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instructions of the Ministry of Interior authorities, provided that the data are provided on request in connection with the legal obligations and according to the law.

- 12.5. Personal Data Protection Commission (CPDP) - on request in connection with the conduct of specific proceedings or inspections in accordance with the law.
- 12.6. Anti-Discrimination Commission - on request in connection with the conduct of specific proceedings or inspections in accordance with the law.
- 12.7. Commission for Protection of Competition - on request in connection with the conduct of specific proceedings or inspections in the order determined by the law.
- 12.8. Other bodies of state or local government - only on existing legal grounds for this and after notification to the data subject.
13. In addition to state bodies in connection with their statutory obligations, the collected personal data may also be provided to:
 - 13.1. Insurers with whom HSH CHEMIE Ltd. has concluded contracts for insurance.
 - 13.2. Responsible actuary of the insurers under p. 13.1.
 - 13.3. Insurance agents and / or brokers with whom HSH CHEMIE Ltd. has concluded a Contract for assignment.
 - 13.4. Reinsurance companies with which the insurer under p. 13.1. has a concluded reinsurance contract.
 - 13.5. Companies for recovery of the receivables of HSH CHEMIE Ltd. from debtors whose payments / liabilities are overdue.
 - 13.6. Lawyers and / or lawyers ' firms and / or lawyers' partnerships in connection with property research, extrajudicial and / or judicial recovery of the claims of HSH CHEMIE Ltd. and settlement of any other material or non-material claims of HSH CHEMIE Ltd. against its suppliers.
 - 13.7. Private enforcement agents and notaries in connection with the collection of the receivables of HSH CHEMIE Ltd. and exercise of any other material or non-material rights of HSH CHEMIE Ltd. under the concluded supply contracts.
 - 13.8. Credit Agencies in connection with the assessment and analysis of the financial status of the contracting parties of HSH CHEMIE Ltd.;
 - 13.9. Audit Companies and Audit Committees in connection with the certification of the annual financial statements of HSH CHEMIE Ltd. and internal control of the company as well as auditing companies and audit committees in connection with the certification of the consolidated annual financial report of the HSH Group.
 - 13.10. Companies in HSH Group in connection with the preparation of internal group analyzes, researches and reports, as well as in connection with the preparation of consolidated financial statements of the HSH Group.
 - 13.11. Commercial bank that HSH CHEMIE Ltd. enters into negotiations with or concluded contracts in connection with the analysis and assessment of the creditworthiness of HSH CHEMIE Ltd.
14. Each data subject shall have the right:

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- 14.1. to receive confirmation from HSH CHEMIE Ltd. for processing of the personal data related to him/her;
- 14.2. to request from HSH CHEMIE Ltd. access to personal data related to him/her, as well as to receive a copy thereof;
- 14.3. to request from HSH CHEMIE Ltd. the personal data related to him/her to be provided to another administrator;
- 14.4. to request from HSH CHEMIE Ltd. correction or deletion of personal data related to him/her;
- 14.5. to request from HSH CHEMIE Ltd. limitation of the processing of the personal data related to him/her;
- 14.6. to withdraw its consent to the processing of personal data relating to him/her at any time and this does not affect the legality of data processing up to that moment;
- 14.7. to file an objection to HSH CHEMIE Ltd. in connection with an infringed right to protection of personal data related to him/her;
- 14.8. to file an objection before the Supervising Authority in connection with an infringed right to the protection of personal data relating to him.
15. HSH CHEMIE Ltd. does not apply automated decision-making and profiling.

Requests, inquires and objections shall be submitted in writing to the registered address of HSH CHEMIE Ltd.