# **Processing of Personal Data**

Comfycom is a provider of mobile data communication services. Privacy is important to us, and we are committed to ensuring that the personal data we receive is handled securely and in accordance with applicable data protection laws.

Here you will find information about how we handle the personal data we collect. This statement may be subject to updates and changes.

When you are in contact with us, we will process personal data about you. In this privacy statement, you will find information about which personal data we collect, why we do so, and your rights related to the processing of your personal data.

#### 1. What kind of information we collect and why we collect it

We collect and use your personal data for various purposes, depending on who you are and how we come into contact with you. We process personal data as a service provider, for marketing purposes, and in connection with visits to our website, <a href="https://www.comfycom.com">www.comfycom.com</a>.

We collect the following personal data for the purposes described below:

#### 1. Customer and supplier information:

The following personal data is processed: name of contact person, email address, phone number, position.

The processing of this data is based on consent, the need to fulfil an agreement, or a legitimate interest (GDPR Article 6(1)(a), (b), (c) and (f)).

# 2. Sending marketing materials, newsletters, and providing information about our business:

The following personal data is processed: name of contact person, email address, job title, phone number.

The processing is based on your consent (GDPR Article 6(1)(a)).

You may withdraw your consent for the storage of your contact information at any time. We will then delete your contact information from our marketing and/or newsletter mailing lists.

#### 3. Responding to inquiries we receive:

The following personal data is processed: name, phone number, email address, and any personal data included in your inquiry.

The processing is based on an agreement with you or a legitimate interest (GDPR Article 6(1)(a), (b), and (f)).

We have assessed that this is often necessary in order to help you with your request.

#### 4. Web analytics and cookies:

Information about the use of our website, <u>www.comfycom.com</u>, is processed in accordance with our cookie policy, which you can find [here].

#### 2. Disclosure of personal data to others

We do not disclose your personal data to others unless there is a lawful basis for such disclosure. Typical examples of such a basis are an agreement with you or a legal obligation requiring us to disclose the information.

We use data processors to collect, store, or otherwise process personal data on our behalf. In such cases, we have entered into data processing agreements to ensure information security at all stages of the processing.

All processing of personal data that we carry out takes place within the EU/EEA area.

# 3. Storage period

We store your personal data for as long as necessary for the purpose for which it was collected.

This means, for example, that personal data processed based on your consent will be deleted if you withdraw your consent. Personal data processed to fulfil an agreement with you will be deleted when the agreement has been fulfilled and all obligations arising from the contractual relationship have been met.

Some data must be stored for a specific period due to legal obligations; such data will be deleted when the mandatory retention period expires.

#### 4. Your rights when we process personal data about you

You have the right to request access to, correction, or deletion of the personal data we process about you. You also have the right to request restricted processing, to object to processing, and to request data portability.

You can read more about these rights on the Norwegian Data Protection Authority's website: <a href="https://www.datatilsynet.no">www.datatilsynet.no</a>.

To exercise your rights, please contact us in writing. We will respond to your inquiry as soon as possible, and no later than 30 days.

We may ask you to confirm your identity or provide additional information before allowing you to exercise your rights. This is to ensure that we only provide access to your personal data to you — and not to someone pretending to be you.

You may withdraw your consent for the processing of personal data at any time. The easiest way to do this is by contacting us in writing at <a href="mailto:info@comfycom.com">info@comfycom.com</a>.

### 5. Complaints

If you believe that our processing of personal data does not comply with what is described here, or that we otherwise violate data protection legislation, you may file a complaint with the Norwegian Data Protection Authority (Datatilsynet).

You can find information on how to contact the Norwegian Data Protection Authority at: <a href="https://www.datatilsynet.no">www.datatilsynet.no</a>.

## 6. Changes

If there are changes to our services or to the regulations governing the processing of personal data, this may result in changes to the information provided here.

If we have your contact information, we will notify you of such changes. Updated information will always be readily available on our website.