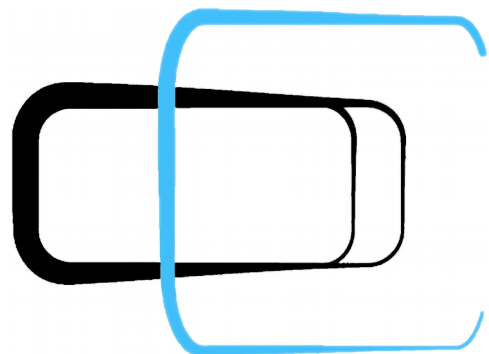

62°N – Policy – GDPR Compliance Statement



Oktober 2018

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2: GDPR Compliance Statement

On 25th of May 2018, the EU General Data Protection Regulation (GDPR) (Regulation EU 2016/679) replaced the existing EU Data Protection Directive (European Directive 95/46/EC). It is a modernization of current data protection laws.

62°N is has undergone a process that ensure compliance with GDPR and the Faroese Data Protection law.

2.1: Scope and definitions

Companies operating within the EU and European Economic Area (EAA) and to companies outside the EU/EEA. The GDPR will apply to all these companies, who might offer their services to customers with residency within the EU/EEA.

62°N takes these new obligations that control or process relevant personal data, which has been documented how personal data is processed.

To achieve GDPR compliance and support our customers by providing information so they can meet any compliance obligations they may have.

2.1.1: 62°N are:

Processors for our hosted client data

Controllers of our client and supplier contact information, required to, manage and deliver services under contract; manage customer requests & incidents

Controllers for personnel information in relation to 62°N group companies employees

2.1.2: Glossary:

Personal data: personal data is all the information about an identified or identifiable individual; this means that if you can identify an individual from the information that you are processing or handling, even if not by name, it is likely that you are processing personal data.

Data processor: the entity processing on behalf of and in accordance with the instructions of a data controller.

Data controller: the entity deciding the means and purpose of the processing of personal data. 62°N is considered a data controller.

2.2: Data mapping and security

62°N has reviewed where and how its travel management and car rental services collect, use, store and dispose of personal data and has updated its policies, procedures, governance and documentation as needed. This includes production of a thorough data processing 'map' to fully understand the impact of the GDPR on services.

2.3: Contractual commitments

62°N has reviewed its contractual commitments with its clients, partners, and suppliers as needed to directly address GDPR requirements and ensure full compliance with all relevant Articles of the Regulation. All contracts identify compliance with relevant Data

Protection law in any jurisdiction in which 62°N operates. Any trading clients with whom no contract is established have been asked to acknowledge their role within Data Protection law as a Data Controller, and 62°N as their appointed Data Processor.

2.4: Cross-Border data transfer

To ensure 62°N fully complies with the GDPR requirements to legally transfer data from the EU/EEA to the rest of the world as may be necessary to provide travel management services.

2.5: Employee training and awareness

All 62°N employees have undertaken data privacy and security training, including specific GDPR requirement awareness. 62°N will continue to update existing training modules based on changes to the GDPR that may occur. In addition to these training requirements, 62°N conducts ongoing awareness initiatives on a variety of topics, including data protection, security and privacy, and conducts internal auditing for assurance of knowledge and application.

2.6: Rights of the individual

The GDPR retains the rights of individuals from previous EU data protection legislation, and introduces additional rights from 25th of May 2018. 62°N has reviewed all of its internal procedures to ensure that the rights of individuals are fully respected at all times, and to ensure that all staff receive training on the process to follow if an individual wishes to exercise their rights.

2.7: Data protection officer (DPO)

62°N has not formally appointed a Data Protection Officer for the 62°N Group. For enquirers please contact.

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