



YUSEN LOGISTICS EUROPEAN PRIVACY NOTICE

Secure with your data at all times

1.0 Who Are We?

The management team at Yusen Logistics believe that fairness and integrity are at the heart of our business and in all that we do. We are engaged in international business activities and, as such, we observe and honour the word and spirit of all the applicable laws and regulations of the countries in which we operate. Yusen Logistics highly values privacy for our customers, our suppliers and our employees and therefore, we are committed to compliance with the General Data Protection Regulations (GDPR).

We need to keep and process information about you, your employees and / or customers for normal contract purposes. The information we hold and process will be used for our management and administrative use only. We will keep and use it to enable us to run the business and manage our relationship with you effectively, lawfully and appropriately, including using information to enable us to comply with any legal requirements, pursue the legitimate interests of the Company and protect our legal position in the event of legal proceedings. If this data is not provided, we may be unable in some circumstances to comply with our obligations and we will tell you about the implications of that decision.

2.0 What Data Does Yusen Collect?

Yusen Logistics collects and processes data about you, your employees and / or customers; this includes:

- The name and contact details of key personnel (including email address and telephone number);
- Data provided by you and / or your employees for Key Account / Customer Relationship Management purposes;
- The name, address and contact details of your customers for product delivery purposes or rework activities;
- Contact and enquiry information from our website; and
- Any relevant correspondence, by email or letter, that maintains data relating to the above.

All data collected is done so in accordance with the General Data Protection Regulations for either contractual or legitimate interest reasons. Any other data required by Yusen Logistics will be collected only after specific consent has been received from an individual.

Where Yusen Logistics collects data about your employees and / or customers, it is your responsibility to make them aware of this fact.

3.0 Where Is The Data Yusen Collects Stored?

Data is stored in a range of different places, including Yusen Logistics' KAM system, CRM system and in other IT systems (including the organisation's email system).

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4.0 Why Does Yusen Process Personal Data?

Yusen Logistics needs to process data to meet its obligations under our contractual agreements, for example, we need to process your customer's data in order to deliver products to them. In other cases, Yusen Logistics needs to process data to ensure that it is complying with its legal obligations.

Where the organisation relies on legitimate interests as a reason for processing data, for example, we need to maintain data relating to your employees so that we know who to contact, it has considered whether or not those interests are overridden by the rights and freedoms of individuals and has concluded that they are not.

5.0 How Does Yusen Protect Personal Data?

Yusen Logistics takes the security of personal data seriously. Yusen Logistics has internal policies and controls in place to ensure that your data and that of your employees and customers is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by relevant employees in the performance of their duties.

Where Yusen Logistics engages third parties to process personal data on its behalf, they do so on the basis of written instructions, are under a duty of confidentiality and are obliged to implement appropriate technical and organisational measures to ensure the security of data.

6.0 Who Does Yusen Share Personal Data With?

Where Yusen Logistics is required to issue personal data to a third party in relation to the transfer of business to which any employees or customers are assigned, such data is only issued in accordance with the requirements of the law or the legitimate interests of the parties directly involved in the organisation of the transfer of that business. In all events, personal data shall only be issued where all and any recipient has formally agreed to process that data in full accordance with the prevailing legislation.

Yusen Logistics may share personal data with outsourced logistics providers, media and marketing companies or other global Yusen entities.

Personal data may be processed outside of the European Economic Area (EEA) including by staff operating outside the EEA who work for us or for one of our third parties mentioned above. If this happens, we have procedures in place to ensure data receives the same protection as if it were being processed inside the EEA, for example, our contract with third parties stipulates the standards they must follow at all times. Any transfer of personal data will follow applicable laws and we will treat the information under the guiding principles of this Privacy Notice.

7.0 How Long Does Yusen Retain Personal Data?

Yusen Logistics will generally hold personal data for the duration of the contractual agreement.

8.0 The Rights Of Your Employee/Customers As Data Subjects.

A data subject has a number of rights. They can:

- Access and obtain a copy of their data on request;
- Require Yusen Logistics to change incorrect or incomplete data;
- Require Yusen Logistics to delete or stop processing specific elements of data, for example, where the data is no longer necessary for the intended purpose it was collected;
- Object to the processing of their data where Yusen logistics is relying on its legitimate interests as the legal ground for processing, if they do not believe this justification to be valid; and
- Ask Yusen Logistics to stop processing data for a period if data is inaccurate or there is a dispute about whether or not their interests override Yusen Logistics' legitimate grounds for processing data.

If a data subject would like to exercise any of these rights, make a complaint about how Yusen Logistics is processing their personal data or if they wish to make a Subject Access Request, please ask them to contact their local Yusen Entity's Chief Compliance Officer.