

## HEART AEROSPACE

# Privacy Notice

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### 1. Introduction

Heart Aerospace AB (together with its affiliates, “**Heart**”) was established with the mission to create green, accessible, and affordable air travel. We believe personal integrity and privacy are fundamental rights, and fully stand behind the European Union General Data Protection Regulation 2016/679 (“**GDPR**”).

If you interact with us in some way, it is possible that we will need to process your personal data. Therefore, it is essential to us that your data is protected, and that you are informed of your rights and how we process your data. This notice aims to give you an overview of our processing, your rights under the GDPR and how you can exercise them.

### 2. What is our legal basis?

The GDPR requires us to have a legal basis for collecting and processing your personal data. Heart processes personal data if necessary for the reason which the data was collected and for the duration of our legal basis. After this, we delete your information.

Our legal basis rests chiefly on the following:

#### Legal Compliance

Heart may process your personal data in order to comply with applicable law. This can for instance be in connection with taxation, labour, or workplace safety laws.

#### Contractual Obligation

Heart may need to process your personal data to comply with any contracts which we have signed with you. This may include providing notices to a contact person according to an agreement, complying with an employment agreement, or arranging for your visit during a quality audit.

#### Legitimate Interests

Appropriate processing of personal data is a natural part of conducting business in Heart’s industry. For instance, Heart may process contact information to keep in contact with our customers, CVs from our job applicants, and financial information to provide salaries and benefits to our employees.

Where Heart bases its processing on legitimate interests, we believe our interests are not overridden by your rights under the GDPR. In each case, we endeavour to give correct and current

information, so that you are aware of your rights and can exercise them. If you wish to have information on a specific aspect of our data processing, please use the contact details below.

Vital Interests

Heart may need to process your personal data to ensure safety at our facilities and events. This may include information on whether you have undergone sufficient safety awareness training to perform a certain task in our production organisation, or if you have health conditions which make you susceptible to significant potential harm in a factory environment.

Consent

In some uncommon circumstances, we may require your consent to process your personal data. This is only done if required by applicable law.

**3. The types of personal data we process and why**

**3.1 Business Contacts**

For business contacts, such as representatives of our customers, suppliers, and partners we process the following categories of personal data:

Category of data	Purposes	Legal basis
Contact data (name, title, department, corporate address, telephone number and email address)	To maintain contact with you and enable execution of whichever commitment we may have towards you; inform you of safety regulations at our facilities, and communicate etc.	Legitimate interests, contractual obligation
Travel data (Such as itinerary, if you visit our facilities)	To plan and administer your visit to our facilities	Legitimate interests
Health and safety data (Such as information on potential safety incidents when visiting our facilities or when using our products)	To fulfil legal obligations to report and administer safety incidents to the relevant authorities and handle claims	Legal compliance and/or Vital interests

**3.2 Job Applicants**

For applicants applying for an employment position at Heart, we will process the following categories of personal data:

Category of data	Purposes	Legal basis
Contact details (Name, Address, E-mail address, Telephone number)	To maintain contact with you during the recruitment process	Legitimate interests
Information contained in your CV or cover letter (e.g job experience, education, photographs, language skills)	For the legitimate purpose of executing the recruitment process and evaluate whether to offer you a position at Heart Aerospace	Legitimate interests

### 3.3 Employees

With regards to employees, we process the following categories of personal data:

Category of data	Purposes	Legal basis
Contact details (Name, Address, E-mail address, Telephone number)	To maintain contact with you and correctly administer and execute the employment agreement	Legitimate interests, legal compliance and contractual obligations
Personal identification and financial data (National identification number, gender, bank account and tax details)	To verify the identity of the employee and pay salaries and provide other agreed benefits, assist in re-location support and visa applications for overseas employees, comply with applicable tax and accounting laws	Legitimate interests, contractual obligation and legal compliance
Next of kin data (name, address, telephone number)	To enable contact with your next of kin in case of accidents or for communicating other vital information	Legitimate interests
Information contained in your CV or cover letter (e.g. job experience, education, photographs, language skills)	For the legitimate purpose of executing the recruitment process and evaluate whether to offer you a position at Heart Aerospace	Legitimate interests

### 3.4 Former Employees

If you end your employment with us, we may continue to process to following categories of data:

Category of data	Purposes	Legal basis
Contact data (name, e-mail, telephone number, address)	To fulfil our contractual obligations following your employment	Legitimate interests and contractual obligation
Receipts, travel information, tax information etc.	To comply with applicable tax and accounting laws and practices	Legitimate interests and legal compliance
Financial information (e.g. bank account and tax data)	To correctly administer the payment of salaries and other benefits at the end of your employment	Legal compliance and contractual obligation

### 3.5 Facility Visitors

If you visit our facility, we may process the following categories of personal data. If you are not bound by a non-disclosure agreement through your employer, you may be asked to sign a separate non-disclosure agreement:

Category of data	Purposes	Legal basis
Contact data (name, title, department, corporate address, telephone number and email address)	To maintain contact with you and enable performance of whichever commitment we may have towards you; inform you safety regulations at our sites and to protect our confidential information	Legitimate interests
Date and time of your visit	To correctly administer your visit and keep a log of who has visited the site for security reasons	Legitimate interests
Dietary preferences	To cater to eventual dietary preferences and allergies	Legitimate interests and Vital interests
Health and safety data (Such as information on potential safety incidents when visiting our facilities or when using our products)	To fulfil legal obligations to report and administer safety incidents to the relevant authorities and handle claims. In the unlikely event of an accident, we may also process information to interact with emergency services	Legal compliance, Legitimate, interests and Vital interests

### 3.6 Website Visitors

Our website does not currently collect or process any personal data. If this should change, this notice will be updated with relevant information.

## 4. **Special categories of data**

Heart is aware that some personal data, such as some types of health and safety data, require extra care under the GDPR. We will only process such information if we have a legal obligation, legitimate interest, or authorisation under our collective bargaining agreement. If required by applicable law, Heart will inform you and seek your explicit consent.

## 5. **Your rights**

Your rights under the GDPR include the following:

1. To know what personal data Heart holds about you
2. To restrict our processing of your data, in certain circumstances
3. To have access to your data
4. To have your data corrected if inaccurate

In some circumstances you may also object to our processing of your personal data or require us to delete it. You may also ask us to provide your data in legible format and transfer it to another company.

You always have the right to submit a complaint to the competent authorities. In Sweden, it is the Swedish Authority for Privacy Protection (SWE: *Integritetsskyddsmyndigheten*).

## **6. Who is the controller of your personal data?**

Heart may be the controller of your personal data if we collected the data directly from you or from third party sources. In case Heart is the controller, the correct legal entity is the following:

Heart Aerospace AB, registered in Sweden under company registration number 559150-5721.

Address: Fredsflottiljens Väg 19, 417 46, Göteborg, Sweden

## **7. How to get in touch**

If you wish to execute any of your rights under the GDPR, you may contact us by sending an e-mail to [privacy@heartaerospace.com](mailto:privacy@heartaerospace.com).