



Privacy Policy

This policy covers Steglinge AB the website hosted by Steglinge AB (www.Steglingegard.se).

Stelinge AB, Steglingevägen 79, 263 91 Höganäs, company number 556957-2935 are the data controllers with regard to any personal information about you that we process. We make sure that your information is processed in compliance with the law.

We take data protection seriously. To inform you of how we process your personal information, we have adopted this privacy policy.

Contact information

If you wish to get in touch with us about our processing of your personal information, you can get hold of us at:

Stelinge AB, Steglingevägen 79, 263 91 Höganäs,

kvalitet_steglingegard@steglingegard.se

Processing of Personal Information

Personal information are all types of information that relate to an identifiable person. Stelinge AB handle personal information with utmost care. Our privacy policy outlines how we process your data. We only collect and process information when necessary and for specific purposes. Confidentiality is our priority.

Data protection Measures

We've implemented robust technical and organizational measures to safeguard your data. Our systems prevent accidental deletion, unauthorized access, loss, corruption, leaks, and misuse. Compliance with data protection principles is our standard practice..

Keeping data up-to-date

To ensure accurate services, we rely on up-to-date information. Please notify us of any relevant changes using the contact details provided above. If we discover inaccuracies, we'll update your records and inform you.

For legal basis, purpose, and retention details, we refer to the section below.

Website Visitors

When you visit our website, we process the following personal information about you:

- IP-address, dynamic IP-address, cookies, or any information collected through a contact form on the website (name, e-mail address), age, geography, and gender

We process personal data about website visitors for the purpose of:

- Optimising our website to user preferences and facilitating contact with users at their request, as well as average age, the ratio of visitors being men and women, and geographic location.
- Optimising the running of our website



We process the information on the following legal basis:

- Consent has been given through our consent form and/or cookie banner, cf. GDPR art. 6(1)(a)
- The legitimate interest of the enterprise, i.e., optimal administration of the website, cf. GDPR art. 6(1)(f).

Personal information on website visitors will be deleted at request, or no later than the purpose for collection the information is no longer relevant.

Contact & Service

When you contact us by email, phone, contact form on our website, or by ordinary post, we process the following information about you:

- Your contact information as well as the contents of your message.

We process this information for the purpose of providing good service and for handling your inquiry.

We process the information on the following legal bases:

- You have consented to our processing of your information (cf. GDPR art. 6(1)(a))
- For the performance of providing service under a contract (cf. GDPR art. 6(1)(b))
- Our legitimate interest in answering your questions and having a dialogue regarding what you need from us (cf. GDPR art. 6(1)(f))

We retain the information no longer than necessary for our purposes stated above. This is assessed individually for each inquiry based on its content and nature. We will continue to process your information for as long as our correspondence continues. Once correspondence is closed and requires no further action, your information will be deleted.

Provision of goods & services

When we enter into a contract to provide goods or services to you, it becomes necessary for us to process certain personal information. This typically includes ordinary details such as name and email address, essential for fulfilling our contractual obligations with you (as per GDPR Article 6(1)(b)).

The information collected for this purpose will be retained only as long as necessary to deliver on the contract. However, specific circumstances may warrant longer retention, such as a warranty period or handling complaints.

Additionally, information contained in our bookkeeping and accounting records will be retained for 5 years from the end of the accounting year in which the contract was fulfilled or paid. This retention aligns with legal requirements.

Social Media

When you like and/or follow us on Instagram, facebook, LinkedIn or Pinterest we process the following information about you:

- Your name and all other contact information attached to the profile and the contents of messages you send us

The purpose of processing your information is to keep interested followers updated on new services, our companies, new products and brands things to note, contests, etc.

We process the information on the following legal basis:



- Our interest in marketing as well as in improvement of our page and products (cf. GDPR art. 6(1)(f))

LinkedIn

At our LinkedIn company page, we share joint controllership with LinkedIn regarding the personal information collected about you. This arrangement ensures compliance with data protection legislation. Our responsibilities are clearly defined to maintain transparency and accountability. This means that we must delegate and establish responsibility for your information between LinkedIn and ourselves as regards to ensuring compliance with data protection legislation.

You can find our agreement on joint controllership here: <https://legal.linkedin.com/pages-joint-controller-addendum>

If you do not have a LinkedIn-profile, information collected about you includes: your unit, location/geodata and information about your activity on LinkedIn and other websites.

If you do have a profile on LinkedIn, information collected about you will also include: information you consented to being collected when you registered your user profile, such as reactions, comments and shares by you and others.

We only receive information that you directly provide, such as comments, likes, or messages. Additionally, we receive anonymous, statistical insights about user engagement through LinkedIn Page Analytics.

If you wish to delete your information associated with LinkedIn, you must delete your LinkedIn profile. Keep in mind that deleting your profile will also remove your own posts, pictures, and other content. For any inquiries related to LinkedIn Page Analytics, please reach out to LinkedIn directly.

Facebook & Instagram

When you visit our Facebook and/or Instagram company pages, we share joint controllership with Meta regarding the personal information collected about you. This collaborative arrangement ensures compliance with data protection legislation. Our responsibilities are clearly defined to maintain transparency and accountability.

You can find our formal agreement on joint controllership here: https://www.facebook.com/legal/controller_addendum

Meta utilizes Insights on Facebook and Instagram to gather statistics on user activity. Among the information collected are details such as age, gender, relationship status, work, lifestyle, interests, purchases, and geo-location. To achieve this, Meta places cookies on your device when you visit Facebook or Instagram. Each cookie contains a unique identifier, which remains active for up to 2 years unless deleted earlier. Meta processes and stores your personal information using these cookies, providing us with aggregated results. We receive aggregated results of the information. You can read more about Facebook/Instagram's use of cookies here: <https://m.facebook.com/policies/cookies/> and here: <https://privacycenter.instagram.com/policies/cookies/>

We do not pass on any of the information about you that we receive from Meta. Meta may provide your information to third parties. You can read more about this in their Privacy Policy.



If you wish to erase your cookies, you can see how in our Cookie-banner, or you can contact Meta.

Meta will process information about you, even if you have no Facebook account. You can read more on that in their Privacy Policy here: https://help.instagram.com/help/instagram/155833707900388/?locale=en_GB

Newsletter

When you sign up for our newsletter we will process the following information about you:

- Email, name

The purpose is to send you a newsletter appropriate to your interests and wishes, so you may experience the contents as relevant to you.

We process this information on the following legal basis:

- You have consented to receiving the newsletter (cf. GDPR art. 6(1)(a))

Your personal information will be deleted, when you withdraw your consent. You can freely withdraw your consent, and for this, you may use the contact information at the top of this page.

Recruitment

When you apply for a position with us, we process the information you provide in your application, CV, and any other attached documents. Notably, we do not require you to send us your CPR-/national ID number.

The purpose of collecting information during the recruitment process is to evaluate your suitability for a position within our organization. We base our information processing on the following legal grounds

- Our legitimate interest in assessing your qualifications, (cf. GDPR art. 6(1)(f))
- Processing of your CPR-/national ID-no. if you have included it with your application/CV. We only process CPR-/national ID-nos. in order to defend or exercise a legal claim Danish Data Protection Act § 11, section 2, no. 4, cf. § 7, section 1 & GDPR art. 9(2)(f)

If you send us special categories of personal information, we will process them on the following legal basis:

- Private entities: a legitimate interest, which is both parties' interest in assessing future cooperation (cf. GDPR art. 6(1)(f)) and in order to exercise or defend a legal claim (cf. GDPR art. 9(2)(f))

We retain your application, including attachments, for up to 12 months after the recruitment process concludes. This extended retention serves to safeguard our interests in case of complaints related to discrimination or other issues during the recruitment process.

Unsolicited applications, along with their attachments, are retained for the same duration (12 months) before being deleted. If we intend to retain your application beyond this period, we will seek your consent..

If we identify your application as relevant for a potential future position, we will retain it only with your explicit consent (as per GDPR Article 6(1)(a)).

Video surveillance

Our facilities are equipped with video surveillance, which may result in recordings that include you. Any areas covered by video surveillance will be clearly marked with signs.

The purpose of the surveillance is to clarify any specific incidents / disputes (e.g. when we send / receive goods), to prevent crimes such as theft and damage, to increase safety in general for the people who move in the TV-monitored areas.

We process this information on the following legal bases:

- The video surveillance act



- Protecting our premises from crime (cf. GDPR art. 6(1)(f))

Footage is retained for 30 days, unless specific events necessitate keeping them for longer.

Transfer of your information

We engage third-party entities to store and process information on our behalf. When utilizing data processors, we ensure the existence of data processing agreements. These agreements stipulate that processors handle your information exclusively for our purposes and refrain from using it for their own benefit.

Our priority lies in selecting data processors from within the EU or from third countries approved by the European Commission, ensuring an adequate level of personal data protection (as per GDPR Article 45).

Additionally, when relevant, we may disclose your information to other data controllers. These entities could include banks, collections agencies, carriers, and other companies within the Dole Group.

Transfer of information to third countries

In a few specific instances, we use data processors in unsafe third countries. When legislation in these third countries does not offer the same protection of personal information as the EU does, we have an increased responsibility to ensure the protection of your information.

Your personal information may be transferred to recipients in the USA based on explicit consent from the data subject, GDPR art. 49 (1) or the EU-U.S. Data Privacy Framework based on the EU Commission's Standard Contractual Clauses (cf. GDPR art. 46(2)(c)). If you want to know more about the transfer mechanisms that apply to your information, you can contact us for further information and documentation.

Your rights

By contacting us at the contact point at the top, you may:

- Gain insight into the personal information we have about you
- rectify any erroneous personal information
- have your personal information erased
- have the processing of your personal information restricted
- receive a copy of your personal information (data portability) for the purpose of moving it to another data controller
- object to the processing

When you give us your consent for processing, it is voluntary. It will have no consequences for you, if you do not consent, only consent to certain elements, or later withdraw your consent.

Withdrawal of consent can be done at any time to the contact point at the top of the page.

When you contact us, requesting to exercise your abovementioned rights, we will respond within one month. If we cannot honour your request, you will receive an explanation as to why.

In order to exercise your rights, or if you have questions about our processing of your information, you can always contact us. Our contact information is at the top.

If, after having been in touch, you are dissatisfied with how we process your information, you have the right to file a complaint with [Datatilsynet](#) or [Integritetskyddsmyndigheten](#)