# Parkman Portal – Privacy Policy

Parkman Portal is a portal for shared documents between customers and employees of Parkman I Stockholm AB ("Parkman"). This privacy policy will explain how our organization uses the personal data we collect from you when you use our website.

## What data do we collect?

Parkman collects the following data:

Personal identification information – Email address, name, company name.

#### Will we share your data?

No, Parkman will not share your data.

#### How do we collect your data?

We provide you with login details which is needed to login to the website. We register your email address as user name and a temporary password that you must change to a personal password the first time you log in to the website. We collect data and process data when you:

- Log in to the website
- Download or upload documents and reports

#### How will we use your data?

Parking Partner collects your data so that we can:

• Send a notification when we have uploaded or edited shared documents.

### How do we store the data?

Parkman securely stores your data at <a href="https://vps.parkingpartner.se">https://vps.parkingpartner.se</a>. Your data is stored in a SQL Server database which is protected by a firewall. All communication between your web browser and Parkman Portal is secure with SSL.

Parkman will keep your user name as long as you are competent to the shared documents or employed by Parkman or our customers.

### What type of shared information will we store?

The purpose of the portal is to share documents for easy access for users that are competent to the shared documents. This includes:

- Meeting protocols
- Calculations and spread sheets
- Drawings of parking areas

# What are your data protection rights?

The right to access – You have the right to request Parking Partner for copies of your personal data.

The right to rectification – You have the right to request that Parkman correct any information you believe is inaccurate. You also have the right to request Parkman to complete information you believe is incomplete.

**The right to erasure** – You have the right to request that Parkman erase your personal data.

**The right to restrict processing** – You have the right to object Parkman's processing of your personal information.

The right to personal data portability – You have the right to request that Parkman transfers the personal data that we have collected directly to you.

### What are cookies?

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit <a href="https://allaboutcookies.org">https://allaboutcookies.org</a>

### How do we use cookies?

Parkman uses cookies for keeping you signed in.

# Changes to our privacy policy

Parkman keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated o 15 June 2020.

### How to contact us

If you have any questions about Parkman's privacy policy, the data hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: info@parkingpartner.se

Call us: 46 (0)8 120 305 90

Or write to us at: Parkman I Stockholm AB, Box 1122, 131 26 Nacka Strand, Sweden

# How to contact the appropriate authority

Should you wish to report a compliant or if you feel that Parking Partner has not addressed your concern In a satisfactory manner, you may contact the Swedish Data Protection Authority (DPA).

Email: datainspektionen@datainspektionen.se

Address: Datainspektionen, Box 8114, 104 20 Stockholm