

Privacy Policy

This Privacy policy describes the processing of personal data related to the Annual General Meeting of Cargotec Corporation.

Updated 15.2.2023

1. Data Controller and contact details

Cargotec Corporation
PL 61, 00501 Helsinki
1927402-8
Henriikka Paananen
privacy@cargotec.com

2. Name of the register

Cargotec Corporation's Annual General Meeting register

3. Purpose and legal basis for processing of personal data

The purpose of the processing of personal data is to enable the Data Controller to hold the Annual General Meeting in accordance with the law.

The personal data is used only for the purposes necessary to organise the Annual General Meeting, such as verifying of the shareholders' identity and his/her right to attend the general meeting, preparing a list of participants, a list of votes and ballots, to organise voting as well as managing any advance questions and requests to speak.

The technical implementation of the registration system and possible advance voting at the Annual General Meeting will be carried out by Innovatics Ltd. The shareholder register is maintained by Euroclear Finland Ltd.

The processing of personal data is based on the legal obligations of the Data Controller.

4. Processed personal data

The processed personal data may include the shareholder's and his/her representative's and/or assistant's name, personal and/or business identification number, address, contact details, number of shares and votes, voting data, identification method, the basis of representation of the possible proxy representative, date of registration, and any information on the assistant, power of attorney, advance questions and any other additional information provided in connection with the registration. Furthermore, votes registered by the participant are collected through the service. For the technical maintenance and monitoring of the service, the authentication method and user's IP address are also collected. When participating in the general meeting, time of arrival and departure of each participant as well as log information about the participation and voting of the participants in the Annual General Meeting are recorded.

The register contains a list of shareholders as of the record date for the Annual General Meeting, as compiled by Euroclear Finland Ltd, which includes, but is not limited to, the shareholder's name, personal and/or identification number, address and number of shares.

The register contains a temporary list of shareholders created by Euroclear Finland Ltd for the Annual General Meeting, which contains information on the holders of nominee-registered shares registered for the Annual General Meeting and the number of shares they hold.

5. Regular sources of data

Personal data is collected from the shareholder himself/herself or from his/her representative in connection with the registration to the Annual General Meeting. When registering by email, mail or telephone, the Data Controller or Innovatics Oy enters the personal data of the registrant and any advance votes in the register.

The system compares the information given by the persons registering the Annual General Meeting to the list of shareholders of Cargotec Corporation maintained by Euroclear Finland Ltd and retrieves the participant's shareholding data from the list of shareholders. In connection with authorising a proxy, the person also enters the proxy's required personal information into the registration system.

6. Disclosures and transfers of personal data

The data in the register is used to compile a list of participants and summarise voting, which will be annexed to the minutes of the Annual General Meeting.

In accordance with the Limited Liability Companies Act, a register of shareholders will be kept available at the general meeting, containing the name, municipality, number of shares and votes of the shareholders as of the record date of the meeting. The list shall also contain the details of holders of nominee-registered shares in the register of shareholders on a temporary basis for the Annual General Meeting.

7. Transfer of Data to third parties and outside the EU or the EEA

The information in the register may be shared with third parties participating in the organising of the general meeting to the extent necessary in order for them to provide the services agreed on. The data will not be disclosed for commercial purposes.

Text messages to participants will be sent via a Swiss service provider.

If a shareholder's right to speak at the general meeting is offered remotely, this will be exercised through a service provider based in the US. In this case, the service provider will process the IP address and name of the shareholder who remotely exercises the right to speak.

Otherwise, personal data will not be disclosed or transferred outside the EU or the EEA.

8. Principles of the protection of the register

Manual data is kept in a locked space and is available only for authorised persons.

Electronic material is stored in a data room in accordance with the requirements for the processing of personal data. The connection from the user's browser to the server is encrypted. Access to the register is restricted to a limited number of employees of the controller and subcontractors who need and process the data for the purpose of organising the general meeting.

9. Retention and deletion of personal data

Innovatics Ltd retains personal data stored in the registration system for a maximum of one year from the end of the Annual General Meeting.

Euroclear Finland Ltd retains personal data stored in the registration system for 4 months from the end of the Annual General Meeting.

The minutes of the Annual General Meeting and the voting list attached to it are kept permanently. It shall contain the names of the shareholders attending the general meeting, the names of any proxies and assistants, the number of shares and votes and the number of voting tickets.

Other information shall be destroyed when the information is no longer necessary or there is no longer a legal basis for processing it.

10. Rights of the data subject

The data subject has the right to know the data stored about him/her in the register. The data subject has the right to request the rectification, deletion or supplementation of his/her personal data. Any such a request shall be addressed in writing to the contact person mentioned in section 1 above.

Data subjects have the right to file a complaint to the Data Protection Ombudsman if they have a concern with the processing of their personal data. Instructions on how to do this can be found on the Data Protection Ombudsman's website at <https://tietosuoja.fi/en/home>.