

# Information regarding processing of personal data

## 1. GENERAL

- 1.1 Processing of personal data applies when the Port of Helsingborg, company registration number 556024-0979, provides logistics and transport services.
- 1.2 We gather the personal data that you submit to us, e.g. when you contact us, use our digital services or other agreements.
- 1.3 It is important that you can always feel assured when you submit your personal data to us. This information is intended to show you how we ensure that your personal data is processed in accordance with applicable legislation.

## 2. DATA CONTROLLER

The Port of Helsingborg is the data controller for the company's processing of your personal data, and is responsible for ensuring that such processing is conducted in accordance with applicable legislation. The company's address and contact details are:

The Port of Helsingborg  
Postal address: Box 821 08 Helsingborg  
Visits: Oceangatan 3, Helsingborg  
E-mail: [dataskydd@port.helsingborg.se](mailto:dataskydd@port.helsingborg.se)  
Tel: 00-46-42-10 63 00

## 3. OUR PROCESSING OF YOUR PERSONAL DATA

- 3.1 The Port of Helsingborg will process your personal data for the following purposes and on the following legal bases.

PURPOSE	LEGAL BASIS	CATEGORIES OF PERSONAL DATA
To provide, administer, develop and adapt the Port's services, and to facilitate support and customer service for you as a user.	Processing is necessary in order to fulfil our agreement with you as a user.	<ul style="list-style-type: none"><li>• Name and personal identity number</li><li>• Address, telephone number and email address.</li></ul>
To fulfil national statutory requirements such as safety requirements.	Processing is necessary in order to fulfil the Port of Helsingborg's legal obligations.	<ul style="list-style-type: none"><li>• Name and personal identity number</li><li>• Address, telephone number and email address.</li></ul>
To facilitate targeted marketing of the Port of Helsingborg's services via post, email, text message or telephone.	Processing is necessary so that the Port of Helsingborg's justifiable interest in marketing their services to you as a user can be satisfied ("balancing of interests").	<ul style="list-style-type: none"><li>• Name and, possibly, age</li><li>• Address, telephone number and email address.</li></ul>
To facilitate business monitoring and method development.	Processing is necessary so that the Port of Helsingborg's justifiable interest in marketing their services to you as a user can be satisfied ("balancing of interests").	<ul style="list-style-type: none"><li>• Name and, possibly, age</li><li>• Address, telephone number and email address.</li></ul>

**Legal basis:** Consent. With regard to processing where we have requested your consent, you are entitled at any time to revoke your consent to the processing with future effect. By clicking on the link in the current email posting or on the website, where consent is used as legal basis, you can easily revoke your consent.

3.2 The Port of Helsingborg does not process your personal data for automated decision-making or profiling.

#### 4. HOW LONG DO WE SAVE YOUR PERSONAL DATA?

4.1 Your personal data are only saved for as long as it is necessary in order to fulfil the purposes for which the data were gathered in accordance with this information. When we process your personal data based on a balancing of interests as per item 3.1, we will process the details for 12 months after you have stopped using our services.

#### 5. TO WHOM DO WE SUBMIT PERSONAL DATA?

The Port of Helsingborg may submit your personal data to third parties, companies that provide service and support services related to the Port's operations, for the recipient to use for the purpose of fulfilling the purposes of processing of personal data specified in item 3.1.

#### 6. TRANSFER OF PERSONAL DATA TO THIRD COUNTRIES

The Port of Helsingborg will not transfer your personal data to any country outside the EU/EES.

#### 7. YOUR RIGHTS

7.1 The Port of Helsingborg, as controller of personal data, has the duty to ensure that your personal data are processed in accordance with applicable legislation.

7.2 The Port of Helsingborg will, at your request or on your initiative, correct, anonymise, delete or supplement data that is found to be incorrect, incomplete or misleading.

7.3 You are entitled to require the Port of Helsingborg to provide access to, to correct or delete your personal data (e.g. if such deletion is required under applicable legislation), to request limitation of continued processing of your personal data, and to object to the processing (e.g. if you question whether the personal data are correct or whether the processing is legal). The Port of Helsingborg will inform every recipient to whom personal data have been submitted in accordance with item 5 regarding any corrections or deletion of data and limitation of processing of details that may take place in accordance with this item 7.

7.4 You are entitled to data portability, i.e. the right under certain conditions to extract and transmit your personal data in a structured, commonly used and machine-readable format to another controller.

7.5 If you do not wish the Port of Helsingborg to process your personal data for direct marketing, you are entitled to inform the Port of this in writing at any time. When the Port of Helsingborg has received such notification, we will cease to process personal data for this marketing purpose.

7.6 You are entitled, on one occasion per calendar year, by way of a signed written application, to receive free of charge a register extract from the Port of Helsingborg indicating the personal data that are registered in your name, the purpose of the processing, and to whom the details have been submitted or will be submitted. You

are also entitled in the register extract to receive information regarding the source of the details if the personal data have not been collected from you, the occurrence of automated decision-making (including profiling), and the expected period during which the details will be saved, or the criteria that are used in order to determine that period. You are also entitled in the register extract to receive information about your other rights that are specified in this item 7.

7.7 You are entitled to send in any complaints regarding the Port of Helsingborg's processing of your personal data to the Swedish Data Protection Authority.

## 8. PROTECTION OF YOUR PERSONAL DATA

You should always be able to be confident about submitting your personal data to us. The Port of Helsingborg has therefore taken the security measures necessary in order to protect your personal data from unauthorized access, alteration and deletion.

## 9. CHANGES TO THIS INFORMATION ON PROCESSING OF PERSONAL DATA

The Port of Helsingborg is entitled to change this information at any time. The company will, giving reasonable notice, inform you of changes to the information. If you do not accept the changed conditions, you are entitled to terminate the agreement with the Port of Helsingborg before the altered information comes into effect.

## 10. CONTACT DETAILS

Do not hesitate to contact the Port of Helsingborg if you have any questions about this information regarding the processing of your personal data, or if you wish to request a register extract. You can find our contact details in item 2 above.