

DATA PROTECTION DESCRIPTION
General Data Protection Regulation (2016/679) Article 13 & 30(1)

Date Of Issue 17.12.2021

1 The Owner of Registry	<p>Name Teleste Oyj</p> <hr/> <p>Address Telestenkatu 1, 20660 Littoinen, Finland.</p> <hr/> <p>Other contact details (phone number, email) legal@teleste.com</p>
2 The Administrator of Registry	<p>Name Teleste Group Legal</p> <hr/> <p>Address Telestenkatu 1, 20660 Littoinen, Finland.</p> <hr/> <p>Other contact details (phone number, email) legal@teleste.com</p>
3 Name of the register	Teleste whistleblowing communication channel.
4 Purpose of the processing	The whistleblowing communication channel offers a possibility to alert the company about possible misconduct in Teleste's business or other operations related to the company. Teleste collects personal data directly from the whistleblower when the whistleblower submits a report and in connection with further communication with the whistleblower after the submission of the report.
5 Categories of data subjects and the categories of personal data	<p>Categories of data subjects: whistleblower, person(s) reported.</p> <p>Categories of personal data: Name, contact information and any other personal data included in a whistleblowing report, messages and investigation documentation.</p>
6 Legal basis of processing personal data	The processing of personal data is based on compliance with legal obligations to which the controller is subject or the controller's or a third party's legitimate interest.
7 The recipients of the personal data.	Appointed individuals of Teleste Group with the authority to handle whistleblowing cases.
8 Regular disclosures of data and Transfer of data to countries outside EU/EEA	<p>The controller may share necessary personal data with other Teleste Group companies for investigation purposes. Data is not disclosed outside Teleste Group without a legal basis (e.g. the handling of the case requires authorities or external consultants as well as for the purposes of judicial process).</p> <p>Teleste may process personal data outside the EU/EEA. In these cases, we will take the appropriate steps to provide appropriate safeguard mechanisms for international data transfers as required by applicable European data protection laws, such as the EU General Data Protection Regulation (679/2016).</p>
9 The retention period of personal data	Personal data included in a whistleblowing report, messages and investigation documentation is deleted when the investigation is complete, with the exception of personal data that must be maintained according to other applicable laws. In general, the deletion is carried out within 30 days after completion of the investigation.
10 The right to access to and rectification of personal data	<p>Data subjects have the right to access his/her records. Data subjects may use their right of access to data in the records by sending the request to Teleste at the following address: Teleste, Legal/Data processing, Telestenkatu 1, 20660 Littoinen, Finland.</p> <p>If there is an error in the registered data the data subject may file a request for rectification from the administrator of registry mentioned in point 2. Every data subject has also the right to demand erasing, restriction or to object on processing data.</p>

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11 Other rights related to the processing of personal data	Data subject has a right to lodge a complaint with a supervisory authority if data subject considers that the processing of personal data relating to him or her infringes the regulation. Data subjects have the right to withdraw the consent by contacting the administrator.
12 Automated decision making	Teleste will not use processing or profiling based on automated decision making.
13 Security principles	Data is protected by technical and organizational measures against accidental and/or unlawful access, alteration, destruction or other processing, which include for example encryption of all reports and messages and ensuring that everyone having access to personal data is bound by confidentiality obligations. Teleste provides training and guidance to personnel on data protection and in information security matters.