

## SAP PRINT SOLUTIONS PVT. LTD.

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# DATA PROTECTION/PRIVACY POLICY

In the information age, we offer Management Staff, Factory Employees, Customers, Suppliers the means to be always connected everywhere. This requires data to be collected and processed.

When storing and transmitting data, we must ensure a high level of data protection and data security. That goes for information pertaining to our customers, prospects, business partners and employees because data protection is people protection.

Our top priority is to ensure universally applicable, worldwide standards for handling personal data.

For us, protecting the personal rights and privacy of each and every individual is the foundation of trust in our business relationships.

Our Corporate Data Protection Policy lays out strict requirements for processing personal data pertaining to customers, prospects, business partners and employees. The policy sets a globally applicable data protection and security standard for our company and regulates the sharing of information.

We have established data protection principles - among them transparency, data economy and data security- as our guideline.

#### 1 AIM OF THE DATA PROTECTION POLICY

As part of its social responsibility, we committed to international compliance with data protection laws. Basic principles on data protection. Ensuring data protection is the foundation of trustworthy business relationships and the reputation of the company as an attractive employer. The Data Protection Policy provides one of the necessary framework conditions for cross-border data transmission.

#### SCOPE AND AMENDMENT OF THE DATA PROTECTION POLICY 2.

This Data Protection Policy applies to all companies and their employees. The Data Protection Policy extends to all processing of personal data. This Data Protection Policy applies equally to data of legal entities. Anonymized data, e.g. for statistical evaluations or studies, is not subject to this Data Protection Policy. Additional data protection policies can be created in agreement with the Authorised Person of the Company, Data Protection only if required by applicable national laws. This Data Protection Policy can be amended in coordination with the Authorised Person of the Company, Data Protection under the defined procedure for amending policies.



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Amendments that have a major impact on compliance with the Data Protection Policy must be reported annually to the data protection authorities that issue approval for this Data Protection Policy as Binding Corporate Rules.

## **APPLICATIONS OF NATIONAL LAWS**

This Data Protection Policy comprises the internationally accepted data privacy principles without replacing the existing national laws. It supplements the national data privacy laws. The relevant national law will take precedence in the event that it conflicts with this Data Protection Policy, or it has stricter requirements than this Policy. The content of this Data Protection Policy must also be observed in the absence of corresponding national legislation. The reporting requirements for data processing under national laws must be observed. Each company is responsible for compliance with this Data Protection Policy and the legal obligations. In the event of conflicts between national legislation and the Data Protection Policy, Company will work with the relevant company to find a practical solution that meets the purpose of the Data Protection Policy.