



## **LIGIST AB'S INTEGRITY POLICY**

Ligist AB protects your personal integrity when processing your personal data. This privacy policy explains how Ligist collects and uses your personal information. Our policy also describes how we collect data in a legal and reliable way and it also describes your rights. Contact us if you have questions about our handling of your personal data and how we work with privacy and data protection at the address below.

We take measures to ensure that your personal data is always protected with us and that the processing takes place in accordance with applicable data protection regulations and our internal guidelines and procedures.

### **WHO IS RESPONSIBLE FOR PERSONAL DATA?**

Ligist AB is responsible for personal data and can be contacted at the following address:

**Ligist AB**

**Org. nr: 556695-8624**

**Address: Brännkyrkagatan 50 A, 118 22, Stockholm**

**Tel: 08-6426020**

**[info@ligist.co](mailto:info@ligist.co)**

### **HOW DO WE COLLECT PERSONAL DATA?**

For example, when registering for our newsletter. If you register an interest in participating in one of our projects. Your personal data may be kept if you are considered an active or possible business contact.

### **WHAT TYPE OF PERSONAL DATA DO WE COLLECT?**

We collect the type of personal data that is required for us to be able to fulfill our business and our commitments that is regulated via agreement.

### **MORE ABOUT YOUR RIGHTS TO CORRECTION, DELETE, ETC.**

You have the right to be informed about which personal data about you we process and how we process it. You also have the right to request correction of personal data that we process about you. You also have the right to be deleted ("the right to be forgotten"). Keep in mind, however, that there may be legal obligations for us that prevent immediate deletion, e.g. requirements in accounting and tax legislation.

If you want to make a complaint to a supervisory authority or have any other questions about your rights regarding personal data processed by us, you should contact the Swedish Data Protection Authority. Contact details for them can be found here: [www.datainspektionen.se](http://www.datainspektionen.se).

## HOW LONG DO WE SAVE YOUR PERSONAL DATA?

We save your data only as long as it is necessary to perform our contractual obligations towards you and as long as required by statutory retention periods. When we save your data for other purposes, e.g. in order to meet bookkeeping and other regulatory capital requirements, we save your personal data only as long as it is necessary and/or required by law for the respective purpose.

## WHERE DO WE PROCESS YOUR PERSONAL DATA?

We always strive for your personal data to be processed within the EU/EEA and all our own IT systems are located within the EU/EEA. In some cases, however, we may have to transfer the information to a country outside the EU/EEA. Regardless of the country in which your personal data is processed, we take all reasonable legal, technical and organizational measures to ensure that the level of protection is the same as within the EU/EEA.

## WHAT IS THE PURPOSE OF PROCESSING YOUR PERSONAL DATA?

<b>PURPOSE &amp; TYPE OF DATA</b>	<b>LEGAL BASIS</b>
<p><i>Processing of your personal data to be able to contact actors/extras for possible future assignments in Ligist's productions.</i></p> <p><i>Type of information: Name, social security number, height, weight, curriculum vitae and any reviews of productions you participated in.</i></p>	<p>The processing is necessary in order to fulfill an employment/assignment agreement with you.</p> <p>With regard to the processing of your personal data that is not required to fulfill the agreement with you, the processing is based on our legitimate interest in being able to fill the relevant assignment.</p>
<p><i>Sending out newsletters/market information to those who have expressed a desire for this.</i></p> <p><i>Type of data: Name, contact details, e.g. email address and phone number.</i></p>	<p>The processing is necessary to satisfy our legitimate interest in sending you marketing.</p>
<p><i>Ligist's obligation to fulfill legal obligations according to legal requirements, judgments or authority decisions, e.g. the Accounting Act.</i></p> <p><i>Type of information: Name, social security number, e-mail, telephone number, username, password, information regarding payment of membership fees.</i></p>	<p>Fulfillment of legal obligation. This collection of your personal data is required by law. If the information is not provided, Ligist's obligation cannot be fulfilled</p>