



IHM's GENERAL GUIDELINES FOR DATA PRIVACY

Our customers' trust is important

IHM protects your privacy, and therefore it is important to us that you trust our handling of your personal information related to the company you are working for. Ethically and legally, we assure you that we process this information in a correct manner.

When we service you and your company, we collect information

We register and use information when:

- You are addressing us with questions
- You want offers / prices or place an order
- You fill out one or more of the forms we use
- You attend a course / seminar / meetings
- You and your company enter into agreements with us
- You need service
- You need maintenance on equipment
- We develop and improve our products and services

We only collect the information needed to fulfil our contractual and legal obligations as well as provide a good service. In addition, the information may also be used in performing a community assignment or by pursuing legitimate interests, unless your interests in protecting your personal information precede IHM's interests.

Legitimate interests can be, for example, an improvement of our service, products, services, statistics and analysis or answering inquiries from you or your company.

What is collected?

The information collected depends on the business relationship we have. Typical information is:

- First and last name
- Title
- Phone number and mobile number for your workplace
- Email (work)
- Address to your workplace
- Name of company
- Company CVR Number
- Information about the company's credit facilities
- The purchase history of the company
- Login information on service desk and web pages



Permission to convey interesting information to you

The information will be, if you allow it, used to:

- Notify you of changes in our business relationship / rules
- Inform you about products / applications / services updates about
- Inform you of new products
- Inform you about promotions and special offers
- Invite you to events, courses and seminars

You can always unsubscribe from receiving newsletters, see the bottom of the newsletter, or send an email to info@info.dk

Right to insight, objection and right to be forgotten

You can contact IHM at any time to gain insight on the information we have collected about you. You have the right to correct incorrect information or delete all or parts of information about you - however, taking into account other legislation (e.g. The Danish Bookkeeping Act).

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