

Lean-On's Privacy Policy

Introduction

The purpose of our privacy policy is to help you understand what details we collect, why we collect them and what we use them for. The information contained in this policy is important, so we hope you will take the time to read through this document.

If you have any questions or if you would like any additional information, you are welcome to contact our data protection officer:

Contact details for our data protection officer

Anne Sofie Sjøgaard, tel. +45 22 10 65 50, email: as@lean-on.com

Data Controller

Lean-On A/S,

Niels Bohrs Vej 23, Terminal 2 8660 Skanderborg

CVR number: 26210151

Processing your personal data

Lean-On may collect and process your personal data for the following purposes:

- Provision of services
- Sending newsletters and similar communications (if requested)

Deletion/storage

Invoicing information is stored for a period of five years in accordance with the Danish Bookkeeping Act. For all other data, we endeavor to delete information as soon as it is no longer relevant.

The personal data collected and processed by Lean-On can include (non-exhaustive list):

- Contact details (such as your name, company name, telephone number, email address and similar),
- Information about your use of Lean-On's website and services (such as how you navigate our website. See Section 4 – Cookies, for more information)
- Other details which are necessary for Lean-On to supply you with the services requested.

Your rights under the General Data Protection Regulation

You have the following rights in connection with our processing of your personal data:

- The right to receive information on how we process your personal data (the right to be informed).
- The right to access your personal data.
- The right to have incorrect personal data corrected.
- The right to have your personal data deleted.

All of the above rights are administered manually following a request to our data protection officer.

We may reject requests which are unreasonably repetitive, which require a disproportionate degree of technical effort (such as developing a new system or considerably altering an existing practice), which affect the protection of other people's personal data or which would be extremely impractical (such as requests for information stored on back-up copies).

We will naturally correct data free of charge where possible, provided that doing so does not entail a disproportionate degree of effort. We endeavor to maintain our services in such a way that protects information from improper or malicious destruction. This means that whenever we delete your personal data from our services, it is not always possible for us to delete associated copies on our back-up systems right away.

You are entitled to lodge a complaint at any time with the Danish Data Protection Agency (<https://www.datatilsynet.dk/borger/klage-til-datatilsynet>)

Passing your data onwards

We will occasionally share personal data that is held on you within Lean-On, with our suppliers in order to ensure an optimal level of service. This may involve transferring personal data within the European Economic Area (EEA) and to other nations such as the USA, for example. We will ensure that all transferred personal data is adequately protected and, where necessary, issued in accordance with a contract or another arrangement that provides adequate protection.

For other reasons than the above, information will not be transferred to other companies, organizations or individuals. The exception to this is for legal reasons whenever we believe in good faith that the access, use, storage or disclosure of data is needed in order to:

- Comply with applicable laws, provisions, regulations or legally enforceable requests from government authorities.
- Prevent technical problems or problems relating to security.

We may share information that does not identify individual persons with the public and our partners.

Information security

We work hard to protect our business and our customers against the unauthorised access, alteration, disclosure or destruction of the data that we store.

We have implemented the following organisational and technical measures:

- Restricted access meaning that systems can only be accessed when necessary.
- Restricted access to data meaning that access is only granted to staff who administer our systems and invoicing.
- Employees with access to our systems are trained in how to process data securely.

Compliance and cooperation with regulatory authorities

We perform regular reviews to ensure compliance with our own privacy policy. We also comply with various self-regulatory security policies. Whenever we receive a formal written complaint, we always contact the sender to follow up on the matter.

Cookies

We use basic cookies in order to give you the best possible experience on our website. Furthermore, we also use cookies to compile statistics. [Read more about our cookie policy here](#)

Amendments

Our privacy policy may be amended from time to time, for example when new rules are introduced. Any amendments to this privacy policy will be listed on this page.