

## **PRIVACY POLICY**

**for**

### **Krasnik & Partnere Advokater**

In the following you can read Krasnik & Partnere Advokater's policy for processing your personal data (personal data) that you provide when you visit our website [www.krasnik.dk](http://www.krasnik.dk) and use the website's functionalities and in connection with all client relationships or what may be equated with this. In this regard you are considered as "the registered" and we are considered as "the data controller".

The Privacy Policy is to ensure your rights in connection with the processing of personal data by Krasnik & Partnere Advokater. We recommend that you review the entire Privacy Policy to ensure you are informed about your rights.

Personal data is any information that may be related to an identified person or data that is capable of identifying a person.

Typically, there are three categories of personal data:

- General personal data (e.g. name, address and e-mail).
- Confidential personal data (e.g. cpr-number, financial matters and pictures).
- Sensitive personal data (e.g. race/ethnicity, criminal record, health information, etc.).

At the bottom of our Privacy Policy is a reference to the Personal Data Act, the Personal Data Regulation and a reference to the Data Inspectorate's website, which is the relevant supervisory authority.

#### **1. Krasnik & Partnere Advokater's collection of personal data**

We collect the personal data you provide on our website and personal data that you provide in connection with a client relationship with us or what we receive from third parties for instance a counter party in dealing with cases. For our processing of personal data there will be consent either in the form of legal requirements, legal obligation or contractual relationships (client relationship) or pursuit of a legitimate interest that exceeds your interest, fundamental rights and rights of freedom.

# KRASNIK & PARTNERE

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Krasnik & Partnere Advokater have ongoing access to statistical information about visitors to our website, including IP addresses of visitors.

When you have visited our website the following information about you is collected:

- Which pages you have looked at and when – your “electronic track”.
- Which browser you use.
- Which IP address you have.
- We can among other things use this information so see which way you use to find information on our website.

The information is only gathered in connection with operation and preparation of statistics which we use to improve the structure of our website.

## **2. When does the collection take place?**

The collection of personal data takes place through the use of services on our website such as inquiries about a given case through our contact function or job application which presupposes that you provide certain personal data.

Before Krasnik & Partnere Advokater opens a file in our Unik Advosys software program suitable for our law firm we collect identifying information about you as a client, which includes name, address, contact details (phone, e-mail address, etc.), CPR number (for physical clients), annual reports (for businesses), and corresponding information is obtained regarding the real owners of our clients. Here, the collection takes place on behalf of the client as part of a contractual relationship (the client relation).

Likewise, collection of personal data required for a given file may occur at personal meetings or video conferences with employees of Krasnik & Partnere Advokater. This is also done on behalf of the client as part of a contractual relationship.

We can also receive additional personal data in connection with handling the file, for example from a counter party, a court or other third parties such as authorities and other advisers.

## **3. What information is collected?**

The personal data that Krasnik & Partnere Advokater collects may include, among other things, your name, e-mail address, phone number and similar identification information etc. We store this information on a physical and/or digital file in Unik Advosys, if you are part of a client relationship or if we have received the information as part of the handling of a file with us.

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In addition hereto, information about your clicks on our website is collected when these are stored by cookies. Under section 13 is further explained what cookies are.

## **4. For what purposes is the information collected?**

Krasnik & Partnere Advokater collects personal data in order to respond to your inquiry and/or to advise you in various matters. The people who contact us agree to be contacted by e-mail, phone or to receive other messages from us with answers to inquiries, offers, etc. We only contact you as part of a client relation and to safeguard a client's interest regarding a specific file.

You always have the opportunity to indicate in any point in time that you do not wish to receive any inquiries from us.

## **5. Krasnik & Partnere Advokater's sharing of your personal data**

Your personal data will not be subject to any other external disclosure without your consent unless authorized by law. However, Krasnik & Partnere Advokater uses data processors in the conducting of our business, and as the data controller, we have always entered into a data processing agreement with the data processor in question.

Krasnik & Partnere Advokater may also share your personal data with public authorities or others to the extent required by applicable law or if Krasnik & Partnere Advokater are requested hereto by a competent court.

This could for example be sharing of health insurance card and driving license or other ID information in connection with non-money laundering measures.

## **6. Data portability**

You are entitled to data portability in connection with the GDPR.

Data Portability means that you in the future are entitled to demand the personal data processed by Krasnik & Partnere Advokater transferred to you or to another data controller if the processing of personal data is due to consent or necessity in order to fulfill a contract and that the processing takes place with automatic means.

You may, as the registered person, request that personal data is transferred directly from one data controller to another data controller, if technically possible.

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You will be able to receive personal data in a structured and commonly used machine-readable format. This can be done at [advokater@krasnik.dk](mailto:advokater@krasnik.dk) and/or by direct inquiry on telephone number +45 33 18 18 00.

## **7. Processing at third parties**

Krasnik & Partnere Advokater may disclose your personal data as part of conducting our businesses, for example to our hosting provider and Unik Advosys, which in this regard is considered as "data processor". We have always entered into a data processing agreement with the data processor in question before personal data is transferred and processed by the data processor.

Our hosting provider is Sotea A/S, reg. no. 10085225, Højbovej 1B, 8600 Silkeborg.

This personal data will not be transferred to other countries outside the EU/EEA.

## **8. Storage of personal data**

Krasnik & Partnere Advokater only stores your personal data as long as this is necessary to fulfill the purposes for which your personal data has been collected. The purpose is that the information is used to provide the necessary and competent advice. Legislation, e.g. tax legislation, bookkeeping legislation, expiry legislation and money laundering legislation contain specific requirements for the period during which personal data are to be kept.

## **9. Protection of your personal data**

Krasnik & Partnere Advokater aims to protect the quality and integrity of your personal data in the best possible way. Krasnik & Partnere Advokater have implemented security measures for this purpose. This is ensured both organizationally and with technical measures implemented in the daily workflow. We have also entered into data processing agreements with our data processors which then provide a very high level of security in our IT systems. They ensure ongoing updates of IT systems, as this ensures high security in processing personal data.

## **10. Your right to be informed**

You are entitled to get insight into what personal data Krasnik & Partnere Advokater process about you. You also have the right to object to the collection and to further processing of your personal data. This can be done at [advokater@krasnik.dk](mailto:advokater@krasnik.dk) and/or by direct inquiry on telephone number +45 33 18 18 00.

## **11. Correction or deletion of your personal data**

If you want Krasnik & Partnere Advokater to correct or delete personal data collected by Krasnik & Partnere Advokater about you or you do not want to receive further messages, phone calls or anything else from us, please contact us. This can be done at [advokater@krasnik.dk](mailto:advokater@krasnik.dk) and/or by direct inquiry on telephone number +45 33 18 18 00.

## **12. Krasnik & Partnere Advokater's use of cookies**

On our website, cookies are used. However, only Google Analytics cookies are used in order to measure traffic on the website. You can opt out of Google Analytics cookies here: <http://tools.google.com/dlpage/gaoptout>.

What are "cookies"?

A cookie is a small text file that is stored in the web browser on your computer, smartphone, tablet or whatever else you browse the web with when you visit the website. Cookies make it possible to recognize your computer etc. and to collect information about your online behavior, including what pages and features are visited with your browser and to ensure that it works technically. In some cases, cookies are the only way to get a website to function as intended. A cookie is a passive file and cannot collect information on your computer, spread computer viruses or other malware. It is anonymous and contains no personal data. Cookies are used by virtually all websites.

## **13. Rules**

The rules that apply to Krasnik & Partnere Advokater's processing of your personal data can be found below:

- Personal Data Act (until 24 May 2018).
- The GDPR (from 25 May 2018).
- Guidance on the registered's rights.

You may also complain against processing of information to the supervisory governmental authority in Denmark, which is Datatilsynet ([www.datatilsynet.dk](http://www.datatilsynet.dk)).