

# Information Notice – Processing of Personal Data Visitors Policy IRELAND

If you are reading this document, it is because you are entering or have entered one of our premises.

We are Park Place Technologies Limited UK, and affiliated companies (hereinafter "Park Place Technologies"), the data controller, and this Information Notice will help you better understand what data is collected, for what purposes and how you can manage your Personal Data.

If you have any questions about this Information Notice or how your Personal Data is handled by us, you can send us an e-mail at: <u>dataprivacy@parkplacetech.com</u>.

## 1) What data we process

Depending on how you access our premises, we may collect all or some of the following information.

### a) Data you provide for access

When you enter our premises, we may ask you for Personal Data such as your first name, last name, valid identification document (e.g., identity card or passport), company you belong to, time of entry, and exit as well as the Park Place Technologies contact person who accompanies you or whom you came to meet. This collection takes place during your registration as a guest at the entrance and is used to assign you an identification badge to access and register your access to the areas of our facilities.

### b) Data collected by the video surveillance system

All entrances to our premises have cameras operating 24 hours a day, seven days a week, including public holidays, in such a way as to limit the visual angle of the entrance area. These cameras are placed to protect individuals and assets inside Park Place technologies' premises and are adequately marked by signs indicating their presence before you enter their cone of visibility.

Through these cameras we are also able to collect other Personal Data such as the number plates of vehicles accessing our premises, as applicable.

#### c) Sensitive Data provided by you

In some cases, you may provide us with Sensitive Data relating to you or third parties such as mobility disabilities to facilitate access or visits to our premises. It is not our intention to request or use this information unless you believe it is necessary to facilitate your or the third party's access. Otherwise, please do not provide such information to us.

#### d) Data collected by third parties

Some of your Personal Data may have been provided to us by third parties (e.g., our employees and contractors) with whom you have arranged your visit.

For ease of reading, in the following we will collectively refer to all Personal Data mentioned so far as "Data".



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# 2) Why we use your Data

We use your Data for the following purposes:

# a) Accessing and protecting our premises

We use your data to identify you and register your access to our premises as well as for the purposes of work safety and protection of company assets, i.e., the protection of people and property against possible aggression, accidents at work, theft, robbery, damage, vandalism to protect people and/or property, as well as to verify the presence of visitors.

This processing is based on our legitimate interest in protecting persons and assets within our premises, which we have assessed not to be intrusive to your rights and freedoms.

## b) Fulfilling legal obligations to which we are subject

We use your Data to comply with any legal obligations (e.g., security legislation). Such processing includes the retention of your Data and the possible communication of your Data to the competent authorities that request them from us.

Please note that providing your Data for the above purposes a) and b) is not mandatory, but without it we will not be able to carry out the purposes indicated above, including allowing you to access our premises.

## 3) How we use your Data

All Data collected for the above purposes is processed both manually and electronically. Your Data may also be subject to combination and/or cross-referencing. This allows us, for example, to combine the "Data you provide for access" with the "Data collected by the video surveillance system" or with the "Data collected by the video surveillance system" or with the "Data collected by third parties" even before and after your entry.

4) With whom we share your Data

We share your Data with the following categories of entities ("Recipients"):

- our authorized persons: these are our employees and contractors who have signed a confidentiality agreement and follow specific rules for the processing of your Data.

- our data processors: these are the external parties to whom we entrust certain processing operations. For example, this category includes suppliers of the video-surveillance and access control systems implemented in our facilities. We have signed a contract with our data processors to ensure that your Data is processed in accordance with appropriate measures and only based on our instructions.

- law enforcement agencies or any other authority whose orders are mandatory for us: this is the case, for example, when we have to comply with a court order, a law, or when it is necessary to defend ourselves in court.



Information Notice – Processing of Personal Data Visitors Policy IRELAND 5) Where is your Data

We are present and offer our services globally. We assure you that your Data is processed by us and by the Recipients in accordance with the European and national laws to which we are subject. Indeed, transfers of your Data to Recipients may be based on Standard Contractual Clauses approved by the European Commission. More information is available by sending an e-mail at: <a href="mailto:dataprivacy@parkplacetech.com">dataprivacy@parkplacetech.com</a>.

6) How long we keep your Data

Data provided by you for accessing our premises is kept for 120 days after your last visit.

If shared, "Sensitive Data provided by you" will only be kept for the duration of your visit without being recorded within our systems.

The "Data collected by the video surveillance system" will be retained for 30 days. After this period, videosurveillance footages will be automatically deleted, except in the event that we need to extract footages to defend us in court or comply with a specific investigative request of the judicial or public security authority.

More information on retention periods is available by sending an e-mail at: <u>dataprivacy@parkplacetech.com</u>.

7) Data subjects' (your) rights

At any time, you can ask to:

- access your Data: we will provide you with the Data we hold about you and where applicable the source of your Data.

- rectify your Data: for example, you may ask us to change the Data you have provided us to enter our premises (e.g., first name, last name, company you work for, etc.) if they are incorrect or out of date.

- limit the processing of your Data: for example, if you believe that processing by us is unlawful and/or you believe that certain processing carried out on the basis of our legitimate interest is not appropriate.

- delete your Data: for example, and where applicable, if you no longer wish us to retain your Data.

You can also object to the processing of your Data, based on grounds relating to your particular situation. In this case, we will no longer process your Data unless we have compelling legitimate grounds to do so, such as when we need to establish, exercise or defend against legal claims.

The response time provided by European legislation to which we are subject is 1 month from your request (extendable to a further 2 months in cases of particular complexity). You may exercise any of the rights listed above by sending a written request to: <u>dataprivacy@parkplacetech.com</u>.

As a data subject, you are entitled to file a complaint with the competent supervisory authority for the protection of personal data, if you believe that the processing of your Data carried out by us is unlawful.



Information Notice – Processing of Personal Data Visitors Policy IRELAND 8) Amendments

This version of our Information Notice entered into force on 23 March 2023 We reserve the right to partly or fully amend this Information Notice, or simply to update its content, for example, as a result of changes in applicable law. In the event of substantial changes to the Information Notice, the updated text will be made available at the entrance of our premises and on our website.

Definitions

Personal Data: any information that makes a natural person identified or identifiable. For example, IP Address, email address (if it contains the details of a natural person), images depicting a person, are considered as Personal Data.

Sensitive Data: shall mean Personal Data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, as well as processing of genetic data, biometric data intended to uniquely identify a natural person, data concerning a person's health or sex life or sexual orientation.