

*The current version of the policy has been revised and is applicable from **10.04.2020**.*

BT Capital Partners Policy on Processing and Protection of Personal Data "BTCP Privacy Policy"

At BT Capital Partners (BTCP) we are constantly concerned that the personal data of all the people we interact with in our units, online or on the occasion of attending different events - clients, potential clients, visitors, collaborators, candidates (hereinafter referred to as "data subjects") - be processed in full compliance with the applicable legal provisions and the highest standards of security and confidentiality. Therefore, BT Capital Partners, in its capacity as "data controller", aims to ensure at all times that its data storage and processing systems have a high degree of security and that all legal principles and requirements regarding the processing of personal data of individuals are observed.

I. General Information

Personal data means any information regarding an identified or identifiable natural person based on such data.

This document represents a summary of the BT Capital Partners policy regarding the processing of personal data of the data subjects, mainly clients, their proxies and their real beneficiaries. We also consider clients - within the meaning of Law no. 129/2019 for preventing and combating money laundering and terrorist financing, as well as for amending and completing normative acts, respectively from the perspective of BTCP's obligation to apply the know your client guidelines - those persons who fill in the requests in BTCP units or in the online environment to become BTCP clients, but the negotiations do not end with the opening of the business relationship with our company.

Further below, we present our policy in this very important field, which we undertake to revise at certain intervals, in order to continuously improve it. Through this Policy we mean to fulfill our obligation to inform all the categories of natural persons whose personal data we process within our activity ("data subjects"), in accordance with the provisions of art. 13-14 of EU Regulation no. 679/2016 or the General Data Protection Regulation (hereinafter referred to as "GDPR"). Whenever we have the objective possibility to directly inform certain categories of data subjects about the processing of their data, we undertake to do so. In some cases, however, we either do not have the objective possibility or it would involve a disproportionate effort for BTCP to directly fulfill such obligation. For all these situations, we fulfill our obligation to inform through this Privacy Policy.

This Policy is not addressed to BTCP employees, this category of data subjects is informed about the personal data that BTCP processes as an employer through a separate document.

II. Controller Identity and DPO Contact Details

BT Capital Partners SA (**BTCP**) is a financial investment services company (S.S.I.F.) registered in the A.S.F. Register (*Financial Conduct Authority*) under no. PJR01SSIF/120022, having its head office in Cluj-Napoca, 74-76 Constantin Brancusi Street, ground-floor, postal code 400462, Cluj, Romania, e-mail office@btcapitalpartners.ro, website: www.btcapitalpartners.ro, phone 0264.430.564, fax 0264.431.718., member of Banca Transilvania Financial Group (**BT Group**).

In order to guide and support us in our activity in the field of processing and protection of personal data, we have appointed a data protection officer (DPO), who can be contacted by anybody in relation to any issues related to the way in which BTCP processes this data, by sending a notification to:

- BTCP Head Office in Cluj-Napoca, 74-76 Constantin Brancusi Street, ground-floor, postal code 400462, Cluj, with the mention “To the Attention of the Data Protection Officer”
- e-mail: dpo@btcapitalpartners.ro

If you are not familiar with the meaning of the various specialized terms used in the GDPR or the applicable legislation in the financial field, we recommend that you first study the section on:

III. Special Terms Used in BTCP Privacy Policy

The terms defined in this section shall have the following meaning when used in this Policy:

a. “Personal Data” refers to any information relating to an identified or identifiable natural person (“data subject”); an identifiable natural person is a person who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier, or one or more factors specific to their physical, physiological, genetic, mental, economic, cultural or social identity;

b. “Personal Data Processing” or “data processing” refers to any operation or set of operations performed on personal data or on personal data sets, with or without the use of automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;

c. “GDPR” refers to the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC;

d. “BT Group” - Banca Transilvania SA (the parent company of BT Group) together with entities controlled by the parent company, BT Microfinantare IFN SA (“BT Mic”), BT Asset Management S.A.I. S.A., (“BTAM”), BT Leasing Transilvania IFN S.A. (“BTL”), BT Direct IFN S.A. (“BTD”), BT Capital Partners S.S.I.F. S.A. (“BTCP”), the Romanian Entrepreneur Club Foundation, the *Clujul are Suflet* Foundation and other entities that can join this group in the future;

e. “Controller” refers to the legal person which, alone or together with other persons, establishes the purposes and means of processing personal data;

f. “Processor” means a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller;

g. “Data Subject” refers to the natural person whose personal data are processed;

- h. “Recipient”** means the natural or legal person, public authority, agency or other body to whom personal data is disclosed, whether or not it is a third party;
- i. “Third Party”** refers to a natural or legal person, public authority, agency or body, other than the data subject, controller, processor and who, under the direct authority of the controller or the processor, are authorized to process personal data;
- j. “Supervisory Authority”** refers to an independent public authority established by a Member State, responsible for monitoring the application of the GDPR. In Romania, the supervisory authority is the National Supervisory Authority for the Processing of Personal Data - “ANSPDCP”;
- k. “Real Beneficiary”**, according to the provisions of Art. 4 Par. 1 of Law No. 129/2019 for preventing and combating money laundering and terrorist financing, as well as for amending and supplementing normative acts, is any natural person who ultimately owns or controls the client and/or the natural person on whose behalf a transaction is made, an operation or an activity and includes at least the categories of natural persons mentioned in Art. 4 Par. 2 of this normative act;
- l. “Publicly Exposed Person”**, according to the provisions of Art. 3 Par. 1 of Law no. 129/2019 for preventing and combating money laundering and terrorist financing, as well as for amending and supplementing normative acts, are the natural persons who exercise or have exercised important public functions and includes at least the categories of natural persons mentioned in Art. 3 Par. 2 of this normative act.

We shall further present for what purposes and basis we use personal data, what categories of personal data we process in our activity, who are the persons covered by this processing, to whom we disclose or transfer them, how long we keep them, how we ensure their security, as well as what are the rights that the data subjects can exercise in connection with this processing.

IV. Purposes of Personal Data Processing

BT Capital Partners processes in good faith the personal data of different categories of natural persons for the following **purposes**:

- to verify the identity, in order to prevent money laundering and terrorist financing, as well as to confirm the quality of BTCP Client or of another entity from BT Group;
Verifying the client’s identity is performed when establishing and developing a business relationship, when ordering any transaction or when requesting information or performing operations such as, but not limited to: information about accounts, submission/transmission of any requests/notifications, expressing options, contracting products/services of BTCP, accessing BTCP services already contracted, but also on the occasion of phone calls initiated by the Clients or by BTCP;
In BTCP units, the client’s identity is verified based on the identity documents within the validity term, which must be presented in original, and in the online environment and for phone or audio-video calls initiated by the Client or by BTCP, by requesting the provision and validation of information already found in the records of BTCP or of other entities of BT Group in connection with the Client;
- Know Your Client Principle to prevent money laundering and terrorist financing, including risk-based verification, by applying measures to know the Client which involve both identity verification and processing of personal data required by law, both when a certain natural person becomes a Client (data collection), for the entire period in which this quality is held (updating of data), as well as subsequently, for the period of time legally established after

- the moment of ceasing the quality of Client (data storage and their processing for the purposes allowed by law);
- Assessment and monitoring of financial-commercial behaviour in order to detect unusual transactions and suspicious transactions, in compliance with the legal obligations of knowing your Client policy established under the responsibility of BTCP for the prevention of money laundering and terrorist financing;
 - Conclusion and execution of contracts signed between BTCP and the Client, related to products and services offered by BTCP on its own behalf and/or in the name and for entities of BT Group;
 - reporting to the competent institutions in accordance with the legal provisions applicable to BTCP;
 - Establishing garnishments, recording the garnished amounts at the disposal of creditors and providing answers in relation thereto to the enforcement bodies and/or competent authorities, in compliance with the legal obligations of the company;
 - Performing analyzes and keeping records of economic, financial and/or administrative management of BTCP;
 - managing the services and products offered by BTCP within the internal departments;
 - Debt collection and recovery of receivables registered by Clients;
 - Managing conflicts of interests of BTCP employees;
 - Defending the rights and interests of BTCP in court, resolving disputes, investigations or any other petitions/complaints/requests where BTCP is involved;
 - Performing compliance and risk controls on BTCP procedures and processes, as well as performing audit or investigation activities;
 - Taking measures/providing information or answers to requests/notifications/complaints of any nature addressed to BTCP by any person and/or by authorities or institutions, through any channel, including electronic communications and internet services;
 - Proving requests/agreements/options regarding certain aspects requested/discussed/agreed during phone calls initiated by the Clients or by BTCP, by recording the aspects discussed and, as appropriate, by recording the telephone conversations or, where applicable, the audio-video sessions;
 - Informing the Client about the products/services provided by BTCP, in order to properly execute the contracts (such as, but not limited to: Account Statements, Portfolios, information on the operating hours of BTCP head offices, information on other operations/events targeting the Client's assets in custody with BTCP etc.);
 - Sending advertising messages, based on the consent expressed in dedicated forms;
 - Performing internal analyzes (including statistics), both regarding the products/services and regarding the Client portfolio, for the improvement and development of products/services, as well as conducting studies, market analyzes, assessments of the Clients regarding BTCP products/services;
 - Archiving of documents, both in physical and electronic format, making back-up copies, carrying out registry services for the correspondence addressed to BTCP and/or sent by it, as well as for courier activities;
 - Creating or analyzing Client profiles to meet the legal requirements, in order to improve the products/services of BTCP or of the entities within the Group;
 - Totaling up the commissions to which the employees acting within the sales force of BTCP are entitled;

- Resolving disputes, investigations or any other petitions/complaints/requests in which BTCP is involved;
- Preventing certain persons from becoming a Client or regaining this quality, if they have inappropriate behaviour, that is likely to obstruct the development of a safe activity, in compliance with the legal obligations that BTCP has, ensuring the security of the information systems used by BTCP;
- Fraud prevention;
- Setting up, analyzing and reporting the groups of connected clients;
- Collecting the Clients' opinion regarding the quality of BTCP services/products/employees (service quality assessment);
- To determine the investment profile (information from the adequacy test, the appropriateness test, as well as but not limited to professional training, estimation of the investment value and the purpose of the investment, if applicable, the level of risk that they want to take, financial situation) based on which the Client can access the range of services/financial instruments offered by BTCP, in order to allow us to act in the best interest of the client, in order to determine the target market.

V. Basis on which BTCP Processes Personal Data

The basis on which BTCP processes personal data in its activity are, as appropriate:

- Need to process data to perform a task that serves a public interest;
- Legal obligation of BTCP;
- Conclusion/execution of contracts signed with the data subject;
- Legitimate interest of BTCP and/or third parties;
- Consent of data subjects.

Except in cases where personal data are processed under the consent of data subjects and in some cases where the processing is the legitimate interest, the refusal of persons to have their data processed by BTCP shall make it impossible to provide the requested services or solving their requests.

VI. Categories of Data Subjects

Within its activity, BTCP processes mainly personal data of the following categories of natural persons:

- Individual clients;
- Proxies/representatives of the Client, natural or legal person;
- Administrators, persons with management positions or with representation mandate, shareholders/associates, real beneficiaries for the legal person or, where applicable, for the natural person;
- Family members of the above categories of people;
- Signatories and/or contact persons from the contractual partners of BTCP, providers of various services or suppliers of goods;
- Visitors to BTCP site;
- Potential clients (BTCP prospects);
- Candidates for positions available at BTCP;
- Persons who address BTCP requests/notifications/complaints via any channel;

- Persons belonging to a group of persons in connection with the Client in case when, as a result of the service provided by BTCP, it has the obligation to analyze the Client's connection/membership to the groups of connected clients;
- Any other third parties whose personal data are made available to us by the data subjects with whom we directly interact or whose data come into our possession as a result of consulting public or private sources of information.

VII. Personal Data Categories

The personal data categories processed by BTCP for the purposes mentioned above are:

In the case of natural persons holding an account, as well as, where applicable, in the case of representatives of any type of clients, natural or legal persons (legal representative, proxy, curator, guardian or in any other legal capacity), the following categories of data are processed in order to know the Clients so as to prevent money laundering and terrorist financing - according to the legal obligations established under BTCP by the applicable legislation in the field, based on the need to carry out this measure established in the public interest:

- Identification data: first name, last name and pseudonym, if applicable; date and place of birth; personal identification number or its equivalent for foreigners or, if applicable, another similar unique identifier; number and series of identity document, including its copy (which also includes the person's image); permanent domicile/residence (full address - street, number, block, entrance, floor, apartment, city, county/sector, country) and identification of the legal status thereof, namely if it is domicile, residence or other identification attribute of the same type; citizenship, nationality and country of origin;
- Contact details: telephone number, e-mail address;
- Purpose and nature of the business relationship with BTCP;
- Public position held, if applicable, classification in the category of publicly exposed persons or holding the quality of family member of the publicly exposed person or of a person known as a close associate of a publicly exposed person, the name of the public person with whom they are related to and, in such cases, the source of wealth;
- Financial data (source of the funds to be used in the development of the business relationship, financial situation, transactions - including the symbol and name of the financial instruments, the number of shares held, the market where transactions are made, the price at which they are dealt, the amount invested etc.);
- Fiscal data (country of fiscal residence);
- Occupation and, where applicable, the name of the employer or the nature of their own activity;
- Information relevant for the investor profile such as, but not limited to: professional training, estimation of the investment value and investment purpose, if applicable, the level of risk that they want to undertake, financial situation, investment experience;
- Information on the exercise of management positions within the open companies traded on the market (or the existence of close links with persons exercising management positions within the open companies traded on the market), access to inside information in relation to open companies whose shares are admitted for market trading (if applicable);
- Image - from the copy of the identity document, as well as the video interview conducted in the case of business relationships opened via remote means;

- Voice from the calls and recordings of telephone calls, as well as the video interview conducted in the case of business relationships opened via remote means;
- Right of signature in the account, including the specimen signature for the accounts opened in BTCU units or at distance;
- Quality of administrator, person with management positions or with mandate to represent the legal person;
- Powers of representatives to employ of the legal person
- Information related to specific risk factors, which translate into the issuance of a risk degree/profile;

Personal data related to associates/shareholders/constituents/fiduciaries is processed and refers to:

- Quality of associate/shareholder/constituent/fiduciary and holdings among the legal persons, together with identity data.

In case of real beneficiaries, if they are different from the Client, for the same purpose and legal basis we shall process:

- Identification data: first name and last name, date and place of birth, citizenship, personal identification number or its equivalent for foreigners or, if applicable, another similar unique identifier, series and ID number, country of residence;
- Public position held, if applicable, classification in the category of publicly exposed persons or holding the quality of family member of the publicly exposed person or of a person known as a close associate of a publicly exposed person, the name of the public person with whom they are related to, the source of wealth;
- Occupation and, where applicable, the nature of their own activity;
- Financial data (source of funds to be used in the business relationship, financial situation, transactions);
- Information related to specific risk factors, which translate into the issuance of a risk degree.

For the natural persons (individuals), account holder/proxies thereof, and for representatives of the legal persons, account holder, we have the legal obligation to furthermore process:

- Information on the economic and financial situation, the investment objectives as well as the risk tolerance of the Client, the knowledge and investment experience of the Client/representatives/proxies for the account, included in the appropriateness/adequacy tests;
- In the case of portfolio management services, the types of financial instruments that can be purchased and sold and the types of transactions that can be performed on behalf of the client, as well as any instruments or transactions that are prohibited.

In addition to the identity data mentioned above, processed accordingly, and in order to conclude and execute the business relationship with BTCU, under contract or in our legitimate interest and/or of third parties to prevent fraud and data exchanges within BT Group in order to know the Client and for other legitimate purposes and basis, we use data related to:

- Identification codes, including those allocated by BTCU or by other institutions, necessary for the provision of services such as, but not limited to, the client code, the IBAN codes attached to the bank accounts, the mobile phone codes used to access services via mobile and the IP address of the device used to access these services, secure messaging platform identifier if applicable, order/transaction identifier. The mobile phone codes and the IP addresses are processed exclusively to ensure security measures for the transactions performed through the internet or mobile service;

- Information on fraudulent/potentially fraudulent activity, consisting of data on accusations and convictions related to crimes such as fraud, money laundering and terrorist financing, only in legally established cases;
- Information related to the commission of crimes or contraventions in the financial-banking field, in the direct relation with BTCP or BT Group, ascertained by final or irrevocable court decisions, as appropriate, or by uncontested administrative acts;
- Data and information related to the products and services offered by BTCP or its collaborators, which the data subjects use;
- Opinions expressed by Clients in the activities of quality assessment regarding BTCP services or on other occasions;
- Other personal data belonging to the Clients, which are brought to our attention in various contexts by the Clients or by other persons or which we are aware of following consultation with public or private sources of information.

VIII. Source of Data Collection

The personal data we use in our activity is usually taken directly from the data subjects, on different occasions and in different ways:

- Through the documents/account opening request claimed at the moment of establishing and during the course of the business relationship with BTCP;
- On the occasion of concluding and carrying out contracts for products/services offered by BTCP on its own behalf or for third parties;
- By filling in the forms available on BTCP website, including the one regarding the start of a business relationship;
- By registering/attending various contests/campaigns organized by BTCP, at its headquarters or on BTCP website;
- By visiting BTCP website;
- When we are requested information or we receive notifications/complaints at the company's phone numbers, by e-mail, by messages sent on the company's pages/online platform, via social media or by mail at the company;
- When applying for positions available within the company (online, sending/submitted CVs at company headquarters or at various e-mails).

However, there are situations when data is collected from other sources, such as:

- From other Clients, natural or legal persons, holding a BTCP account;
- From other entities of BT Group, for use in legitimate purposes and basiss, mainly related to the knowledge of Clients in order to prevent money laundering and terrorist financing and the establishment of the debtors' group and intra-group administration of Clients and employees;
- From public authorities or institutions (e.g. courts, prosecutor's offices, bailiffs, NBR(National Bank of Romania, ANPC(National Authority for Consumer Protection), ANSPDCP (The National Supervisory Authority For Personal Data Processing), etc.), notaries, lawyers in the context in which they send us notifications or requests;
- From public sources such as, but not limited to: Trade Office Register, court portal, The Official Journal of Romania, social media, internet etc.;

- From private database providers - e.g. entities empowered to administer databases with persons accused of financing acts of terrorism and those exposed politically;
- From BTCP's contractual partners in various fields;
- From debt collection/recovery of claims companies (e.g. we can find out the new contact details of Clients from the companies that support us in the debt recovery activity, details that the latter obtain based on their own interactions with them or with people close to them);
- From other natural or legal persons who send us notifications/requests that contain personal data (e.g. persons who notify us that some BTCP Clients no longer have the same contact details as they had declared in the company's records).

IX. Consequences of Refusal to Allow Personal Data Processing

The refusal of the data subjects to allow personal data processing, which is imposed on BTCP by normative acts applicable to financial investment services companies and/or to those necessary to carry out contracts related to products/services contracted by them from BTCP and/or to fulfill the legitimate interests of BTCP, shall make it impossible to establish a business relationship or shall lead to its termination, namely shall make it impossible for these persons to contract or use BTCP products/services.

If Clients do not wish to provide BTCP with the personal data necessary for the proper verification of their identity in the context of the requests/notifications/complaints addressed to BTCP, it shall be impossible (where applicable) to analyze the request/complaint and provide the answer or to provide an answer in the manner/via the channel requested by the Client.

With regard to personal data processed by BTCP for advertising purposes, the consent for their processing is optional. The refusal of Clients to have their data processed for advertising purposes shall not prevent in any situation the contracting of BTCP products/services.

In order to fulfill the legal obligations of knowing the Client, in case they omit or refuse to update their personal data in their records, BTCP shall be able to update such data on its own initiative, based on information obtained from other reliable sources or directly from the Client, if they have provided them to BTCP for other purposes (for example, if the Client has not declared to BTCP an e-mail address upon the establishment or during the business relationship, but provides such an address to be used by the Intermediary for the purpose of sending advertising messages, BTCP shall also process the e-mail address of the Client in order to carry out the business relationship with the Client).

X. Recipients of Personal Data

The personal data of the data subjects are disclosed or, where applicable, transferred, in accordance with the applicable legal basis depending on the situation, with adequate information of clients and only under conditions that ensure full confidentiality and security of data, to categories of recipients such as, but not limited to:

- Other Clients;
- Other entities of BT Group for purposes related to knowing the Clients in order to prevent money laundering and terrorist financing and the establishment of the debtors' group, as well as for other intra-group administrative purposes;
- Assignees;

- Contractual partners (service providers) used by BTCP in carrying out the activity such as, but not limited to: IT services (maintenance, software development), archiving in physical and/or electronic format, courier services, audit;
- Public authorities and institutions (such as, but not limited to A.S.F., A.N.A.F., Investors Compensation Fund, National Office for Prevention and Control of Money Laundering, police);
- Auditors, lawyers, notaries, bailiffs, capital market institutions (market operators, depositories etc.);
- Companies collecting outstanding debts/receivables;
- Third parties involved in the execution, settlement of transactions and custody of financial instruments, other intermediaries registered in the A.S.F. Register;
- State authorities, including those outside the European Economic Area, as a result of the processing carried out for the purpose of applying the FATCA legislation.

XI. Transfers of Personal Data to Third Countries/International Organisations by BTCP

When necessary, in order to fulfill the objects of the contracts concluded with the Clients, and only in specific situations or based on adequate guarantees, the Intermediary shall transfer abroad personal data, where applicable, including to states that do not ensure an adequate level of protection.

The states that do not provide an adequate level of protection are the states outside the European Union/European Economic Area, except for the countries for which the European Commission has recognized an adequate level of protection, namely: Andorra, Argentina, Canada (trade companies only), Switzerland, Faroe Islands, Guernsey, Israel, Isle of Man, Jersey, New Zealand, Uruguay, Japan, United States of America - only within the protection of the EU-US Privacy Shield - (to the extent that no contrary decision shall be issued with regard to any of these states). If Clients order transactions in trading venues that are located in states that do not provide an adequate level of protection of personal data, the transfer of data to those states is based on the provisions of the General Data Protection Regulation regarding: the transfer is necessary for the execution of a contract between BTCP and the Client or for the application of pre-contractual measures adopted at the Client's request or, as appropriate, the transfer is necessary for the conclusion of a contract or for the execution of a contract concluded in the interest of the data subject.

In case it is necessary to transfer personal data to third countries/international organizations in other circumstances as well, BTCP shall proceed in this respect only with the guarantees imposed by law for such transfers.

XII. Automated Decision-Making Processing, Including Profiling

The data processed for the purpose of knowing the Clients may be subjected, where applicable, to automated decision-making processing, such as:

- In order to apply the know your Client measures to prevent and combat money laundering and terrorist financing, checks shall be carried out in databases on persons accused of financing terrorist acts or, where applicable, persons with high risk of fraud and, if BTCP Clients /potential Clients are registered in these records, BTCP reserves the right to refuse to enter into a business relationship with them or to terminate the contractual relationship;

- To protect Clients against fraud, as well as for BTCP to adequately fulfill its obligations to know the Clients, it monitors their transactions and, if it identifies suspicious operations (such as unusual payments in terms of frequency, value, related to the declared source of funds by the account holders or to the purpose and nature of the business relationship), it shall adopt the according measures to block the accounts.

XIII. Expected Duration for Data Processing

The personal data processed by BTCP for know your Clients measures in order to prevent and sanction money laundering and counter-terrorism shall be kept, as a rule, by BTCP 5 (five) years from the date of termination of business relationship with the Client. If the business relationship is not opened, your data shall be stored by BTCP for the same legal period. The term shall run from the date of rejection of your request to open the business relationship with BTCP or, as appropriate, from the date you waived such request.

The retention period can be extended up to a maximum of 10 years from the termination of the business relationship with the Client, at the request of the competent authorities/institutions.

In case of personal data included in financial-accounting documents, the retention periods established by law are up to 10 years, starting from the date of the end of the financial year during which these documents were prepared.

Other personal data processed by BTCP for other indicated purposes shall be kept for the period necessary to fulfill the purposes for which they were collected, to which additional, non-excessive periods may be added, established by law or according to retention policies established at BTCP level.

The retention period of the data belonging to persons in BTCP records in a group of connected persons is equal to that of the existence of a group/groups of connected clients of which they are part of.

In case of data processing based on a client consent, after their withdrawal, the data shall no longer be processed.

XIV. Rights of Individuals whose Personal Data are Processed

Any data subject is guaranteed the exercise of their rights under GDPR within BTCP, namely:

a) Right of Access: the data subjects shall have the right to obtain from BTCP confirmation as to whether or not their personal data concerning are being processed, as well as information on the specific nature of the processing, such as: purpose of the processing, categories of personal data concerned, recipients of their personal data, envisaged period for which the personal data shall be stored, the existence of the right to request rectification, erasure or restriction of processing. This right enables the data subjects to be provided with a free copy of the processed personal data, as well as any further copies based on a certain fee;

b) Right to Rectification: the data subjects shall have the right to obtain from BTCP the rectification of inaccurate, outdated data concerning him or her or, where applicable, to fill in the data which are incomplete;

c) Right to Erasure (“right to be forgotten”): the data subjects shall have the right to obtain the erasure of personal data concerning him or her when:

- the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;

- the consent for the personal data processing has been withdrawn and BTCP cannot process them under no other legal basis;
- the personal data have been unlawfully processed;
- the personal data have to be erased for compliance with the relevant legislation;

d) Right to Withdraw Consent: the data subjects shall have the right to withdraw his or her consent at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

e) Right to Object: the data subjects shall have the right to object at any time to processing of personal data concerning him or her for marketing purposes, as well as to processing based on BTCP's legitimate interest, on grounds relating to his or her particular situation;

f) Right to Restriction of Processing: the data subjects shall have the right to obtain the restriction of personal data processing if:

- the accuracy of the personal data is contested by the data subjects, for a period enabling us to verify the accuracy of the personal data;
- the processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead;
- the data are no longer needed for processing, but the data subject requests them for the establishment of a court action;
- if the data subject has objected the processing, for the period of time in which the verification whether the legitimate grounds of BTCP override those of the data subject.

g) Right to Data Portability: the data subjects shall have the right, in accordance with the law, to receive from BTCP certain personal data in a structured, commonly used and machine-readable format.

If the data subjects request, BTCP shall transmit such data to another entity, if technically possible.

h) Right to Lodge a Complaint to the National Supervisory Authority for Personal Data Processing: the data subjects shall have the right to lodge a complaint to the National Supervisory Authority for Personal Data Processing if they believe that their rights have been violated: National Supervisory Authority for Personal Data Processing, 28-30 G-ral Blvd. Gheorghe Magheru District 1, postal code 010336 Bucharest, Romania anspdcp@dataprotection.ro.

For the exercise of the rights mentioned in points a) - g) above, or for any questions concerning the processing of personal data carried out by BTCP, the data subjects can use the contact details of the Data Protection Officer appointed by BTCP, sending the request as mentioned in Chapter II of this Privacy Policy.

XV. Personal Data Protection

BTCP shall elaborate an internal framework of standards and policies in order to maintain the security of personal data. They are regularly updated to comply with the applicable BTCP regulations and the highest standards in the field.

Specifically and in accordance with the law, BTCP adopts and applies adequate technical and organizational measures (policies and procedures, computer security etc.) to ensure the confidentiality and integrity of personal data and the way in which they are processed. BTCP employees have the obligation to maintain confidentiality and cannot illegally disclose the personal data that they process during their activity. BTCP ensures that its contractual partners, who have access to personal data and who act as a processor, shall have contractual obligations imposed in

accordance with legal provisions and they verify the compliance of the obligations they have assumed. The contractual partners who act as processor, on behalf of BTCP shall process the personal data in the name and for our company, only in accordance with the instructions received from our company and only by complying with the security and confidentiality requirements, within the imposed limits.

We guarantee that BTCP shall not sell the personal data it has collected from the data subjects and shall not send such data except to those entitled to know them, in compliance with the principles and obligations established by law.

This policy is reviewed regularly to guarantee the rights of data subjects and to improve the processing and protection of personal data.