



DATA PROTECTION POLICY

Overall

Christensen Kjørulff, statsautoriseret revisionsaktieselskab ("CK", "we", "us" or "our") is required to protect confidential information, including personal data, for our clients, business partners, suppliers and employees. At the same time, we must ensure that accessibility and integrity are also protected. We are continuously striving to improve security for personal data while complying with data protection legislation, including the General Data Protection Regulation.

In auditing and other declaration tasks that are covered by the Statutory Auditors Act, we consider ourselves the data controllers.

Regarding clients with solely other consulting and advisory services where we process personal data on behalf of our clients or following the client's instructions, we consider ourselves a data processor. A data processing agreement has been prepared with instructions and terms for CK's processing of personal data.

Our processing activities

Clients

In collaboration with our clients, we collect only the personal data that is relevant and necessary for the agreed task. The personal data is general information such as name, address, telephone number, e-mail address and salary and financial information of the client, and where necessary for the task and ongoing cooperation, his employees and owners.

In addition, we keep information from passports and driving licenses for clients and their owners, such as CPR no. to be able to perform legally required identification under the Money Laundering Act.

We record data about visitors at our website through Google Analytics in terms of

Suppliers and business partners

We collect and process personal data about our suppliers and business partners, including personal information about persons employed by suppliers and business partners in the form of general information, including contact information for use in receiving goods and services from our suppliers and business partners.

Applicants

Job applicants' data is only kept as long as it is relevant to the position they have applied for. Once the position is filled, their personal data will be deleted in accordance with the rules, unless they have consented to us storing them.

Employees

We store personal data on employees as long as they are employed. We do not register particularly sensitive data about them. Upon resignation, data on employees will be deleted gradually and as soon as possible, taking into account other legislation that may cause the data to be stored longer than the General Data Protection Regulation encourages.

Privacy Policy

CK stores all data, including personal data, securely and inaccessibly to unauthorized persons, both in terms of physical and electronic data.

We collect data from clients and from third parties such as public authorities.

We only disclose personal information when we have a legal basis for it.

Storage of data

CK only retains personal information for as long as there is a business need for it and then it is deleted. The storage period follows the applicable legislation at all times.

Registered information

CK always allows data subjects to gain insight into what information is being registered.

The data subject may contact CK at any time and request that all information be deleted, as long as it does not contravene applicable law regarding our storage of business data.

If consent of any kind is given, it can be withdrawn at any time, unless the withdrawal of the consent affects the work function. Newsletters and more can be unsubscribed by clicking "unsubscribe" in the relevant newsletter.

Complaints

If you want to complain about our processing of personal data, send an email to ck@ck.dk. We will process the complaint and get back to you.

You also have the right to appeal to The Danish Data Protection Agency in relation to your rights and to CK's processing of your data. Please refer to the guidance on <https://www.datatilsynet.dk/english/>

Privacy Policy

We will continuously update this document to fit current legislation.

Copenhagen, September 23, 2023

CHRISTENSEN KJÆRULFF

STATSAUTORISERET
REVISIONSAKTIESELSKAB