

# Processing of personal data in Mybenefit

## Who is registered?

In Mybenefit, data about you as a **User** is processed, which your employer ("the Client Company") gains access to in Mybenefit through your role as an employee, employee candidate or, in certain cases and during a set period of time, former employee.

## Who is responsible for the processing of your personal data?

**The Client Company is the personal data controller for all processing of Users' personal data** that the Client Company and/or the User provide by using services in Mybenefit. The Mybenefit Service Provider is the personal data processor for the Client Company and only conducts processing on behalf of the Client Company.

**Offering and Benefits Providers are personal data controllers for their processing of personal data** in connection with orders and interest applications from the Client Company and or the User.

## What personal data is processed?

Personal data that is handled in Mybenefit varies among various client companies, but typically includes contact information, employment information, salary information, ordering information and any information registered by the users themselves.

## Why are personal identity numbers used?

Personal identity numbers are used to verify that it is the right person who logs in and uses Mybenefit.

## How long is your personal data stored?

The information that is processed on behalf of the Client Company is erased in accordance with the Client Company's instructions and the personal data processor agreement that has been entered into between the Mybenefit Service Provider and the Client Company.

## What stipulations apply for benefits provided by benefits providers?

In Mybenefit, data may be shown that has been obtained from benefits providers that the Client Company contracts to provide benefits to their employees. The Client Company is the personal data controller for the processing of this data in Mybenefit, however, certain benefits providers serve as personal data controllers for their processing of the data. Contact information for every benefits provider is provided in Mybenefit.

## What stipulations apply for offerings provided by offering providers?

The Client Company may also choose to affiliate a number of offering providers to Mybenefit. A user who wants to take

advantage of an offering is routed to the offering provider's website. In such cases Mybenefit can attach data about the user (usually name and contact information) so that the offering provider can simplify the ordering process by pre-filling an order form. Offering providers each serve as personal data controllers for their processing. Contact information for every offering provider is provided in Mybenefit.

## Who should I as a user contact for questions about the processing of my personal data?

You should first contact your employer regarding questions about the processing of your personal data, since your employer is the personal data controller for most of the processing that is conducted.

## Where is my personal data stored?

Mybenefit uses a Azure Stack data centre provided by Cygate with storage located in Sweden. Mail services from other EU-countries (Lithuania) may also be used.