

Privacy Statement Soiltech ASA

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1 Purpose

The purpose of this statement is to ensure that Soiltech AS processes personal data lawfully, fairly, and transparently. Personal information is only collected for specified, explicit, and legitimate purposes and is not used in ways incompatible with those purposes.

Soiltech ASA is committed to protecting your personal data and ensuring that all processing of personal information is carried out in accordance with the General Data Protection Regulation (GDPR), the Norwegian Personal Data Act, and other relevant legislation.

This privacy statement explains how we collect, process, and store personal information about customers, suppliers, partners, and visitors to our website.

2 Scope

This privacy statement applies to all Soiltech ASA locations and to all personal data related to customers, suppliers, job applicants, and visitors to our website. Definitions

GDPR	The EU's General Data Protection Regulation (EU) 2016/679.
Personal data	Any information that can directly or indirectly identify an individual person.
Sensitive data	Includes health data, trade union membership, political opinions, genetic and biometric data, etc
Data controller	The party that determines the purpose and means of processing personal data (Soiltech ASA).
Data processor	Any third party that processes personal data on behalf of the controller (e.g., IT and hosting providers).
Data responsible	The Company Responsible for compliance with the guidelines.

3 Responsibility and authority

The CEO of Soiltech ASA has overall responsibility for the company's processing of personal data. Daily follow-up may be delegated, but responsibility remains with the company.

The VP People & Organization is responsible for developing, implementing, and maintaining this procedure.

4 Personal Data

4.1 Data controller

Soiltech ASA
Koppholen 25
4313 Sandnes, Norway
Phone: +47 480 20 555
Email: post@soiltech.no

4.2 Personal Data We Process

We may store and process the following categories of personal data:

- Name, company, address, phone number, and email address (customers, suppliers, partners).
- Job applications, CVs, and related correspondence.
- IP addresses and technical data related to visits to our website.

4.3 Purpose of Processing

We process personal data for the following purposes:

- To fulfil contractual obligations with customers, suppliers, and partners.
- To communicate offers, orders, deliveries, and other business information.
- To process job applications and maintain contact with candidates.
- To ensure stable and secure operation of our website and digital services.

4.4 Legal Basis for Processing

The legal bases for processing personal data are:

- **GDPR Article 6(1)(b):** Processing is necessary to fulfil a contract or pre-contractual obligations.
- **GDPR Article 6(1)(c):** Processing is necessary for compliance with legal obligations (e.g., accounting regulations).
- **GDPR Article 6(1)(a):** Consent from the data subject, for example for newsletters or marketing communications.
- **GDPR Article 6(1)(f):** Legitimate interest, such as website security or improving digital services.

You may withdraw your consent at any time by contacting us.

5 Collection of personal data

5.1 From our web site

Soiltech ASA has day-to-day responsibility for processing personal data collected through our website.

The website is built on the WordPress platform, which uses certain technical cookies and may process IP addresses to ensure secure and stable operation.

When you visit our website, your IP address and certain technical data (such as browser type, device, and pages visited) may be temporarily stored in server logs. These data are used only for security and performance purposes and are not used to identify individuals.

Our website uses necessary cookies for functionality (e.g., login, security, language settings).

If additional cookies (for analytics, statistics, or marketing) are used, they are handled in accordance with Ekomloven § 2-7b. Visitors will always be informed and asked for consent before non-essential cookies are stored.

We may use third-party tools such as Google reCAPTCHA, Google Fonts, or analytics services to maintain security and performance. These providers may process IP addresses and technical data. All processing is done under data processing agreements ensuring compliance with GDPR.

When you subscribe to newsletters or submit a form on our website, you consent to the storage of your personal data (such as name and email address) for that purpose. Only authorized administrators have access to this information.

5.2 Customer and supplier information

Customer and supplier information is managed through our business systems (CRM and ERP), which store contact details and communication history.

Access is restricted to authorized employees. Processing is based on contractual necessity and legitimate business interests.

5.3 Job applications

When you submit a job application, you consent to our processing of personal data related to the recruitment process.

This includes your application, CV, correspondence, and our internal assessments.

Data from recruitment processes are normally deleted within six months after the process ends, unless you have given consent for longer storage. Disclosure of information to third parties

We will not share, sell, transfer or otherwise disclose personal information to others unless we are legally obliged to do so.

5.4 Disclosure of Information to Third Parties

We do not sell or share personal data with third parties unless required by law or necessary for service delivery.

Our data processors include trusted partners such as WordPress (website hosting) and Business Online (CRM provider)

Each data processor acts under a written data processing agreement in accordance with GDPR Article 28.

5.5 Retention and Deletion of Personal Data

Personal data are retained only for as long as necessary for the purpose they were collected.

- Customer and supplier data: typically, up to 5 years after the end of the relationship, in accordance with accounting laws.
- Job applications: normally deleted within 6 months after completion of the recruitment process.
- Website data (logs and cookies): deleted automatically after a short technical retention period, usually 14–90 days.

5.6 Rights of the Data Subject

You have the right to:

- request access to your personal data,
- request correction or deletion of inaccurate or unnecessary data,
- object to processing,
- and request data portability.

Requests should be sent to post@soiltech.no.

We will respond within 30 days.

If you believe your rights have been violated, you can contact the Norwegian Data Protection Authority (Datatilsynet): www.datatilsynet.no.

5.7 Data Protection Officer

Based on our assessment, Soiltech ASA is not required to appoint a Data Protection Officer, as we do not engage in large-scale processing or monitoring of individuals.

This assessment is documented internally and available upon request.

5.8 Information Security

Soiltech ASA protects personal data through physical, technical, and organizational measures.

Access is restricted, data is encrypted where necessary, and employees receive regular training in privacy and information security.

5.9 Contact

If you have questions about this privacy statement or how we process personal data, please contact us:

Soiltech ASA

Koppholen 25, 4313 Sandnes, Norway

Phone: +47 480 20 555

Email: post@soiltech.no

If you wish to file a complaint, you may contact the Norwegian Data Protection Authority:

www.datatilsynet.no

6 References

- [General Data Protection Regulation \(EU\) 2016/679 \(GDPR\)](#)
- [Norwegian Personal Data Act \(Personopplysningsloven 2018\)](#)
- [Electronic Communications Act \(Ekomloven\) § 2-7b – Cookies](#)
- [Datatilsynet – Information about cookies](#)
- Soiltech`s Privacy statement employees
- Soiltech`s Privacy Document (GDPR)
- Soiltech`s Employee Handbook
- Soiltech`s Context Register
- Soiltech`s Cyber & Information Register
- Soiltech`s Law & Compliance Register
- Soiltech`s Emergency Procedure, Action Card 8: Cyber Crime