

## ANNEX VII

### PRIVACY NOTICE FOR CONTRACTORS

In accordance with the applicable data protection legislation, any EDP Renováveis entity (hereinafter “EDPR” or the “Client” indistinctly ) will process personal data provided by the Contractor referred to its representatives, shareholders, employees or collaborators (hereinafter, jointly referred as the “Data subject” or the "Contractor" indistinctly) or, otherwise, acquired by the Client in the context of the contractual relationship, including the pre-contractual phase.

#### 1. What and who this privacy notice covers?

EDPR is the data controller (which can be contacted at the email address [dataprotection@edpr.com](mailto:dataprotection@edpr.com)) of the personal data collected from the Contractor referred to its representatives, shareholders, employees or collaborators in the execution of the Contract that is processed in compliance with the terms of this privacy notice (the "**Privacy Notice**") and the relevant provisions of law. Accordingly, this Privacy Notice applies to all Contractors.

#### 2. What kind of personal data does EDPR collect about the Contractor?

EDPR collects the following categories of personal data:

- Identification and contact information (including postal and / or electronic addresses) and power of attorney.
- Professional data deriving from the relationship linking the natural person to the Contractor (category, position, professional relationship).
- Data necessary for the management of work-related accidents and sick leaves, pursuant to legislation of prevention of labour risks (if applicable).
- Proof of payment by the Contractor of social security payments (if applicable).
- Data relating to criminal convictions and offences, if applicable.

The Contractor agrees that, prior to the communication to the Client of any personal data concerning each individual involved in the performance of this Contract, has informed such individual about the content of the present clause, and comply any other requirements that may be applicable for the correct communication of data to the Client.

#### 3. For what purposes and on what legal basis does EDPR use the Contractor's personal data?

The Client processes the personal data of the Contractor for the following purposes:

- a) the execution of the obligations as resulting from the Agreement (among which can be included those necessary for access management, if applicable);
- b) the compliance with the applicable national/EU laws (including, among others, antifraud laws, labor law and money laundering laws) and/or respond to request from public and government authorities;

(the purposes as per letters a) and b) are jointly referred to as "**Contractual Purposes**")

- c) exercising or defending legal claims in court proceedings or in an administrative or out-of-court procedure, also with regard to credit recovery procedures, also by means of third parties;
- d) complete a potential merger, sale of assets or transfer of all or a material part of its business, by disclosing and transferring the Contractor's personal data to the third party or parties involved in the transaction as part of the transaction;
- e) the analysis of the adequacy of the Contractor in line with the Client due diligence procedures. In order to achieve this objective, the following checks will be carried out:
  - i. controls relating to the Contractor's relationship with politically exposed persons;
  - ii. checks on the Contractor's inclusion on national and international sanction lists or exclusion lists;
  - iii. verification of the Contractor's involvement in judicial and/or administrative proceedings that may lead to the commission of unlawful acts that may affect, directly or indirectly, the Client's activity;
  - iv. media checks on facts that may reveal reprehensible conduct by the Contractor.

The checks described above are necessary to prevent the risk of committing certain offences and to maintain an adequate level of integrity among the people who maintain relations of any kind with the Client. Technical and organizational measures have been taken to guarantee the appropriate use of this information and to reinforce its confidentiality and security.

(the purposes as per letters c), d) and e) are jointly referred to as "**Legitimate Interest Purposes**").

The processing of the Contractor's personal data is necessary with regard to the Contractual Purposes, otherwise the Client will not be able to execute the Contract with the Contractor.

The processing of the Contractor's personal data with regard to the Legitimate Interest Purposes is carried out pursuant to article 6, letter f) of the GDPR, for the pursuit of the Client legitimate interest, which is adequately balanced with the Contractor's interest since the data processing is performed within the limits strictly necessary to perform such economic activities. Additionally, the Client has a legitimate interest in ensuring compliance with the requirements and internal integrity policies in its relations with third parties.

#### **4. How does EDPR process the Contractor's personal data?**

Contractor's personal data will be processed both electronically and/or manually, in any case in such a way as to guarantee the security, protection and confidentiality of the data, thanks to appropriate administrative, technical, personnel and physical measures against loss, theft and unauthorized use, disclosure or modification.

#### **5. Who can have access to the Contractor's personal data?**

For the Contractual Purposes, the Contractor's personal data may be transferred to the following categories of recipients:

- third parties service providers entrusted with processing activities that provide services or assistance and advice to the Client, with special - but not exclusive - reference to technology, accounting, administrative, legal, insurance, IT matters;
- companies of the Client Group; and
- persons and authorities whose right to access personal data is recognized by law, regulations or provisions issued by legally empowered authorities.

For the Legitimate Interest Purposes, personal data may be transferred to the following categories of recipients:

- a) third parties service providers entrusted with processing activities that provide services or assistance also with reference to credit recovery procedures and credit assignments;
- b) companies of the Client Group;
- c) potential purchaser of the Client and the entities resulting from mergers or any other transformation involving the Client; and
- d) competent authorities.

The abovementioned recipients will process personal data as data controllers, data processors or persons in charge of processing, depending on the circumstances.

#### **6. Is the Contractor's personal data transferred abroad?**

The Contractor's personal data may be transferred to countries within and outside the European Economic Area. For transfers from EU to countries not considered adequate by the European Commission, the Client has put in place appropriate and suitable safeguards to protect the Contractor's personal data and to ensure the level of protection guaranteed by the GDPR. Accordingly, the Contractor's personal data are transferred in compliance with the requirements and the obligations provided by applicable data protection laws.

For further information with regard to the appropriate or suitable safeguards, the Contractor can contact the Client with the procedure set out below.

#### **7. Which is the retention period applying to the Contractor's personal data?**

Personal data of the Contractor will be stored for the period necessary to fulfil the purposes for which the personal data was collected. In any case personal data collected for Contractual Purposes and for Legitimate Interest Purposes is retained during the provision of the services and

even afterward, until the limitation periods of all possible liabilities derived from the processing have expired, in order to respond or to file a legal action, upon request of the competent authorities or in compliance with the applicable laws.

#### **8. What are the Contractor's rights with regards to personal data?**

The Data Subject, at any given time, can exercise the following rights or request additional information, by sending an email to the following address [dataprotection@edpr.com](mailto:dataprotection@edpr.com):

- a) to obtain from EDPR confirmation of the existence of personal data and to be informed of its content and source, verify its accuracy and request its integration, update or amendment;
- b) request the erasure, anonymization or restriction of the processing of personal data processed in breach of the applicable laws;
- c) object in whole or in part to the processing of personal data performed on the basis of legitimate interest, except in case where EDPR demonstrates the existence of compelling legitimate grounds for the processing or for the establishment, exercise or defense of legal claims;
- d) to withdraw the consent to the processing of personal data (if and to the extent such a consent is necessary);
- e) request EDPR to limit the processing of the Data Subject's personal data where in specific situations;
- f) receive an electronic copy of the Data Subject's personal data, if the Data Subject would like to port its personal data to itself or a different provider, when EDPR is relying upon the Data Subject's consent or the fact that the processing is necessary for the provision of the Services and the personal data is processed by automatic means; and

Furthermore, whenever the Data subject believes that the Client has breached his/her rights under the applicable data protection legislation, the Data subject may file a complaint with the relevant supervisory authority.

In case it is necessary for the Contractor to process the personal data under the responsibility of the Client in order to provide the service, the relationship between the Client and Contractor should be regulated by means of a contract that complies with the relevant legal requirements.