

# DESCRIPTION OF THE DATA FILE: REGISTRATION TO THE ANNUAL GENERAL MEETING

Date: February 7, 2019

|  |  |
|--|--|
| <b>1. Data controller</b>  | <p>Outotec Oyj<br/>P.O. Box 1000, 02231 ESPOO<br/>Contact person:<br/>Data Protection Officer Kimmo Ahonen<br/>data.protection@outotec.com</p>   |
| <b>2. Purpose and legal basis</b>  | <p>Personal data is collected from persons who register to Outotec Oyj's Annual General Meeting (AGM). The purpose for the collection of personal data is to enable the shareholder's, or his/her proxy representative or assistant to participate in the AGM, ascertain a registrant's shareholding and his/her right to participate in the AGM. The legal basis for processing is the company's statutory duty to organize AGM.<br/>Euroclear Finland Oy is the technical provider of the registration system for the AGM.</p>   |
| <b>3. Types of data</b>  | <p>The following information can be collected in connection with the registration from the shareholder and his/her proxy representative or assistant: name, personal ID, address, telephone number, and e-mail address.</p>  |
| <b>4. Source of information</b>  | <p>The personal data needed for the AGM registration is mainly collected from the shareholder or his/her proxy representative or assistant.</p>  |
| <b>5. Transfer to third parties, and data transfers outside EU or European Economic Area</b> | <p>Euroclear Finland Oy maintains the registration system to the AGM on Outotec's behalf, and data is transferred to Euroclear Finland Oy as needed for the registration.<br/>Personal data is mainly not transferred outside the EU or ETA. Euroclear Finland Oy's service providers may process data outside of the EU / ETA in India. The safeguards used in the transfer in accordance with the GDPR are the standard clauses adopted by the European Commission. More information on the European Commission website: <a href="https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_en">https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_en</a></p> |
| <b>6. Principles of protection</b>   | <p>The data controller has implemented appropriate technical and organizational measures, to protect personal data from loss, destruction, misuse and unauthorized access.</p>   |
| <b>7. Storage time</b>   | <p>Personal data will be stored only as long as necessary for the purpose, or in accordance with applicable laws. A copy of the AGM participant list will be attached to the meeting minutes and stored as required by applicable laws.</p>  |
| <b>8. Right to data</b>  | <p>The shareholder, his/her assistant or proxy representative has the following rights to his/her data:</p> <ul style="list-style-type: none"> <li>- right to confirmation that his/her personal data is processed;</li> <li>- right to request a copy of his/her personal data;</li> <li>- right to request for correction of personal data;</li> <li>- right to request for deletion of his/her personal data</li> <li>- right to object processing of his/her personal data in accordance with applicable laws</li> <li>- right to file a complaint to the supervisory authority (Data Ombudsman in Finland: <a href="https://tietosuoja.fi/en/home">https://tietosuoja.fi/en/home</a>, or to another national supervisory authority in the EU or ETA.</li> </ul>   |

