

# Privacy Statement

This privacy statement describes the processing of personal data related to the general meeting of Puuilo Plc.

## 1. Data Controller and Contact Information

Puuilo Plc  
Pakkalankuja 6, 01510 Vantaa, Finland  
Business ID: 2726573-8  
Contact person: CFO Ville Ranta, tel. +358 40 555 4995  
[ir@puuilo.fi](mailto:ir@puuilo.fi)

## 2. Name of the Register

Puuilo Plc's General Meeting Register.

## 3. Purpose and Legal Basis for Processing Personal Data

The purpose of processing personal data is to enable the data controller to conduct the general meeting in accordance with the law.

Personal data is processed only for purposes necessary for organizing the general meeting, such as verifying the identity of the registrant and the right to participate, preparing the list of participants, voting list, and ballots, organizing the voting, and managing questions and requests to speak.

The technical implementation of the registration system, advance voting, and possible voting and records keeping during the meeting is carried out by Innovatics Oy. The shareholder register is maintained by Euroclear Finland Oy.

The processing of personal data is based on the statutory obligations of the data controller.

## 4. Processed Personal Data

The personal data processed includes the name, personal identification number and/or business ID, address, contact details, share and voting rights, voting information, method of identification, basis of representation, registration date, and any information about an assistant, power of attorney, advance questions, and any other additional information provided during registration. The arrival and departure times of participants at the meeting are also recorded. For technical maintenance and monitoring of the service, log data on registration and voting, as well as the user's IP address, are recorded.

The register contains the shareholder list formed by Euroclear Finland Oy for the general meeting, which includes the shareholder's name, personal/business ID, address, and number of shares.

The register also contains a temporary shareholder list formed by Euroclear Finland Oy for the general meeting, which includes information on nominee-registered shareholders who have registered for the meeting and their number of shares.

## **5. Regular Sources of Information**

Personal data is primarily collected from the individual themselves or their representative during registration for the general meeting. When registering via email or mail, the data controller or Innovatics Oy enters the registrant's personal data and advance votes into the register.

Based on the personal data provided during registration, Innovatics Oy retrieves the shareholder's number of shares from the shareholder list formed by Euroclear Finland for the meeting's record date.

Innovatics Oy enters the voting instructions of nominee-registered shareholders represented by account operators into the register.

## **6. Disclosure of Personal Data**

Based on the information in the register, a list of participants and voting summaries are prepared and attached to the minutes of the meeting. The list of participants includes the name of the shareholder and any representative and/or assistant, the number of the ballot, the number of shares, the number of votes, the basis of representation, and the method of participation.

In accordance with the Finnish Companies Act, a shareholder list is kept available at the general meeting, which includes the names, municipalities, and share and voting rights of shareholders as of the record date of the meeting. The list also includes information on nominee-registered shareholders who have registered for the meeting.

## **7. Transfer of Data to Third Parties and Outside the EU or EEA**

The information in the register may be shared with third parties involved in organizing the general meeting and who need the information for their operations. The information is not disclosed for commercial purposes.

Text messages to Finnish phone numbers are sent via a Finnish service. Text messages to foreign numbers are sent via a Swiss service. Otherwise, personal data is not disclosed or transferred outside the EU or EEA.

## **8. Basis for Register Protection**

Physical materials are stored in a locked space accessible only to authorized personnel.

Electronic materials are stored in a data center that meets the requirements for processing personal data. The data connection from the user's browser to the server is encrypted. Access to the register is limited to a restricted group of employees of

the data controller and subcontractors who need and process the data to organize the general meeting.

## **9. Retention and Deletion of Personal Data**

Innovatics Oy retains personal data for up to two years after the end of the general meeting.

Euroclear Finland Oy retains personal data for up to four months after the end of the general meeting.

The minutes of the general meeting and the attached voting list are retained permanently. They include the names of shareholders who participated in the meeting, the names of any representatives and assistants, the number of shares and votes, and the numbers of the ballots.

Other information is destroyed when it is no longer necessary for preparing the minutes or verifying their accuracy.

## **10. Rights of the Data Subject**

The data subject has the right to know the information stored about them in the register. The data subject has the right to request the correction, deletion, or completion of their data. Any requests should be addressed in writing to the contact person mentioned in section 1.

Data subjects have the right to file a complaint with the Data Protection Ombudsman if they have any concerns about the processing. Instructions for this can be found on the Data Protection Ombudsman's website at <https://tietosuoja.fi/en/home/>.