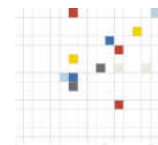


# Privacy statement for Justervesenet

**Justervesenet** 



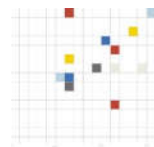
## Content

1. What is personal data.....	2
2. What is the processing of personal data? .....	3
3. Why do we process your personal data? .....	3
4. Who is responsible for processing of personal data at Justervesenet? .....	3
5. What is the legal basis for the processing of your data? .....	3
6. What personal data do we process?.....	4
7. Where do we get the information from? .....	4
8. How do we take care of the information about you? .....	4
9. Who has access to the information about you? .....	4
10. To whom do we disclose information about you? .....	5
11. Your rights.....	5
12. Contact.....	5
13. Information cookies.....	5
14. Dispatch of information .....	6

This privacy policy contains information about how Justervesenet collects and uses personal data, and about how we process personal data when you visit justerveset.no.

### 1. What is personal data

Personal information: The decisive factor for whether a piece of information is personal information is whether the information can identify a specific person. Personal information includes both information that is obviously personal information such as name, telephone number, social security number and address. But also case documents, investigations or assessments that deal with employees, or people at businesses that we supervise or carry out assignments for, or others, are personal data. The same applies to the content of e-mail communications or images of employees, persons or businesses that we supervise or others. In addition, logging of activity in computer systems is considered personal data



## 2. What is the processing of personal data?

Processing of personal data means all types of use of personal data. This is everything from collection, registration, storage, compilation, transfer, disclosure to others and publication of the information. In other words, "processing" includes everything Justervesenet, do with the individual's personal data.

## 3. Why do we process your personal data?

Justervesenet is dependent on having access to personal data in order to carry out its tasks. Justervesenet only collects information we need to carry out our tasks. We only use this information for the tasks for which we have collected it, unless we have a legal basis to also use it for other purposes.

## 4. Who is responsible for processing of personal data at

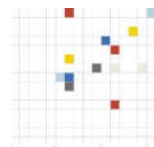
### Justervesenet?

The controller is the person who determines the purpose of the processing of personal data and which tools are to be used. Justervesenet, led by director Geir Samuelsen, is responsible for all processing of personal data with us. The follow-up of this responsibility has been delegated to several people in the organization. The delegation only covers the tasks and not the responsibility.

Justervesenet uses external suppliers to process data in connection with the performance of our tasks. These suppliers then become data processors for the Justervesenet. When we use a data processor, we ensure that all information and data for which we are responsible is processed in accordance our policy, via data processor agreements and implementation of risk assessments of the services delivered to us.

## 5. What is the legal basis for the processing of your data?

In order for the Justervesenet to be able to use your personal data, we must have a processing basis, which is the same as a legal basis. The legal basis is either an authority in law or regulation, or a voluntary, expressed or informed consent from the individual person about whom we process information



## 6. What personal data do we process?

Justervesenet processes the information that is necessary to solve the tasks mentioned in #2. Specifically, which information we collect and use depends on the specific task we are going to solve.

## 7. Where do we get the information from?

Justervesenet normally collects contact information for persons either from companies that use measuring instruments, from suppliers of measuring instruments, from information provided during inspections, when registering measuring instruments, ordering services, or when reporting measuring instruments online in connection with issuing annual fees. Justervesenet can also collect contact information from the Register of Entities and Enterprises. We can also collect information from publicly available sources such as websites and social media.

Justervesenet also receives personal data and registrations from others. Examples: draft lists from trade unions, information from the Norwegian Labour and Welfare Administration, or directly from individuals who contact the Justervesenet. Even if Justervesenet does not collect the information itself, we will treat it as if we had done so.

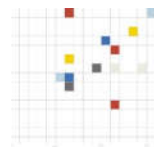
## 8. How do we take care of the information about you?

Personal data must not be stored longer than is necessary based on the purpose for which it was collected. If the information is not to be preserved according to the Archives Act or other legislation, it is deleted after use.

The personal information is processed in several IT systems, all of which have strict requirements for information security, and which have been risk assessed. All access to the systems is access-controlled and traffic is logged.

## 9. Who has access to the information about you?

Employees of Justervesenet, have access to personal data according to the tasks they have to solve in their work. Only employees who will work with the information about you, will have access to the information.



## 10. To whom do we disclose information about you?

The release or export of data is defined as any disclosure of data, other than to one's own system/processing or to the registered person himself or someone who receives data on his behalf. Justervesenet publishes records online, as well as handing out information from other of its systems. This data may contain personal information, e.g. name of orderer or contact person.

## 11. Your rights

*Access:* Everyone has the right to general information about Justervesenets processing of personal data. In addition, all persons about whom we have registered personal information have the right to know what personal information has been registered about them and how this information is processed.

*Correction and deletion:* If the information about you is incorrect, you can demand that the information be changed, corrected or deleted in accordance with the Personal Data Act.

In addition to these rights, all persons whose personal data Justervesenet has registered, may request a restriction of the processing as well as raise objections to the processing.

Claims must be answered free of charge and within 30 days at the latest.

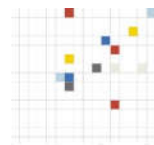
## 12. Contact

If you have more questions about how Justervesenet handles your personal data or generally about how we handle privacy and access, you can contact our privacy representative, Elin Stillingen, by email: [postmottak@justervesenet.no](mailto:postmottak@justervesenet.no) or telephone :(+47) 64 84 84 76.

## 13. Information cookies

According to the Norwegian Electronic Communications Act, Justervesenet has a duty to inform you about which cookies we use.

A cookie is a small file that anyone who surfs the internet can receive from various websites that are visited. The capsules are stored locally on your hard drive.



By entering and retrieving information and/or using services on our website, you agree to cookies being stored via your browser - as most browsers are set to automatically accept cookies. If you do not want to accept our use of cookies, you can go in and withdraw your consent by changing the settings in your browser. However, we point out that this can cause that the services on our websites do not function optimally.

## 14. Dispatch of information

Dispatches of news, information about courses and seminars, and marketing, to individuals, only take place after consent

When you register for courses and events organized by the Justervesenet, we ask you to register your name, organisation, address, e-mail, work telephone, position and invoice reference. With the exception of name and organisation, which will be published on participant lists, information is not shared with others.