



Privacy Policy

This privacy policy describes the processing of personal data relating to eQ Plc's general meetings.

Updated on 13 February 2025.

Controller and contact information

eQ Plc (1625441-9) (hereinafter eQ)
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Contact person: Risk and compliance department
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Name of register

eQ Plc's register on general meetings

Purpose of and legal basis for processing personal data

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

Personal data are processed only for purposes necessary in terms of organising general meetings, such as ensuring a registered person's identity and verifying their right to participate and represent the shareholder; drawing up a list of participants, the list of votes and any voting tickets of the meeting; organising a vote; and managing any advance questions and requests for comments.

The technical implementing party of the registration system, General Meeting hall bookkeeping and possible advance voting and/or possible voting during the General Meeting is carried out by Innovatics Oy. The list of shareholders is maintained by Euroclear Finland Oy. Inderes Oyj is responsible for the General Meeting service in its entirety. In addition, other service providers are used when needed.

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

Personal data being processed

The personal data being processed include the shareholder's and any representative's name and/or

business ID, address, contact information, number of shares and votes, voting information, method of identification, basis of representation, registration date and any information on counsel, power of attorney, advance questions and any other further information provided upon registration. The time of arrival at and time of exit from the meeting are also recorded on meeting participants. For purposes of technical maintenance and monitoring of the service, log data on registration and voting and the user's IP address are also recorded.

The register includes a list of shareholders on the record date created by Euroclear Finland for the general meeting, which contains, e.g. the shareholder's name, personal identity code/business ID, address and number of shares.

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

Regular sources of data

As a rule, personal data are collected from individuals themselves or from their representative upon registration for the general meeting. In registration via email or by post or telephone, the controller or Innovatics Oy enters the registered person's personal data and any advance votes in the register.

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

Innovatics Oy enters voting instructions for nominee-registered shareholders represented by account operators at the general meeting in the register.

Disclosure of personal data

The register information is used to create a list of votes and voting summaries that are included as appendices to the minutes. The list of votes contains information on the name of the shareholder and

possible proxy and/or aid, number of the vote ticket (participant number), number of shares by share class, number of votes, basis of representation and means of attendance.

In accordance with the Limited Liability Companies Act, a list of shareholders is kept available at the general meeting that contains each shareholder's name, municipality and number of shares and votes according to the record date of the meeting. The list also includes information about nominee-registered shareholders who have temporarily registered for the list of shareholders for the purpose of the general meeting.

Transfer of data to third parties and outside the EU or the European Economic Area

Data in the register can be distributed to third parties who participate in the organisation of the general meeting and who need information contained in the register in their own activity. No data are disclosed for commercial purposes.

For recipients with Finnish phone numbers, text messages are sent via a Finnish service provider. For those with foreign numbers, text messages are sent using a Swiss service..

If a shareholder's right to speak at the general meeting is offered via a remote connection, the right to speak is implemented via a service in the United States.¹ In such a case, the service provider processes the IP address and name of the shareholder who exercises the right to speak via a remote connection.

Otherwise no personal data are disclosed or transferred outside the EU or the European Economic Area.

Principles for the protection of the register

Physical materials are stored in a locked facility that can only be accessed by persons entitled to the data.

Electronic materials are stored in a server room that meets the requirements set for the processing of personal data. The data communication link from the user's browser to the server is encrypted. Access to the register is limited to a number of the controller's and subcontractors' employees who need and process the data for organising the general meeting.

Storage and erasure of personal data

Innovatics Oy stores personal data for not more than one year after the end of a general meeting.

Euroclear Finland Oy stores personal data for not more than four months after the end of a general meeting.

Minutes of a general meeting and the list of votes enclosed with it are stored permanently. They contain the names of shareholders who attended the general meeting, the names of any attorneys and counsels, number of shares and votes, and numbers of voting tickets.

Other information is disposed once it is no longer necessary for drawing up minutes or verifying their accuracy.

Rights of the data subject

Data subjects have the right to access personal data stored in the register on them. Data subjects have the right to request the rectification, erasure or supplementation of data concerning them. Any requests should be addressed in writing to the contact person indicated in section 1 above.

Data subjects have the right to lodge a complaint with the Data Protection Ombudsman if they wish to comment on the processing. Instructions for this are available on the Data Protection Ombudsman's website at <https://tietosuoja.fi/>

¹ Read more about Daily's data protection and privacy: <https://www.daily.co/security/gdpr/> and <https://www.daily.co/products/security-at-daily/>