

May, 2018

Dear customer,

From 25 May 2018, the General Data Protection Regulation (GDPR) issued by the EU enters into force.

On this occasion, we have created more transparency about data processing at Stena Line and revised our privacy policy which can be found on our web site <https://www.stenaline.se/regler-och-policies/sekretesspolicy>

As a business which holds personal data relating to your company, we would like to inform you of what data we hold and how we use it.

Stena Line uses personal information relating to your company such as names, contact details (address, telephone numbers, email addresses), employment information and customer number to enable us to trade with you, administrate the agreement, administrate and provide the booked trips and services in accordance with the transport terms. This processing of personal data is based on our contractual situation towards you.

Stena Line also processes personal information about your customers and their fellow passengers travelling on our ferries, this is due to legal obligations we have to comply with.

We kindly ask you to provide the travelling passengers with the information about processing of their personal data.

Stena Line processes following data on travelling customers:

- name, gender, age group and nationality in order for us to keep passenger lists in accordance with Directive 1998/41/EU on the registration of persons sailing on board passenger ships operating to or from ports of the Member States of the Community.
- name, gender, birth date, age group, nationality and passport or identification document details in order for us to keep passenger lists and to conduct identity checks in accordance with the Safety on Ships Ordinance (Sw. Fartygssäkerhetsförordningen (2003:438)).
- disability information (to the extent provided to us if assistance is required, have impaired hearing, require medication, require a wheelchair or are visually impaired) in order for us to provide the passengers with any required assistance during the trip in accordance with Regulation (EU) No 1177/2010 of the European Parliament and of the Council of 24 November 2010 concerning the rights of passengers when travelling by sea and inland waterway.
- if applicable, name, birth date and passport or identification document details to the extent such information is included in lists of prohibited passengers that we receive from police authorities. We use such lists to prevent persons from travelling with Stena Line in order to comply with at each time applicable laws and regulations.

This processing of personal data is based on our legal obligations and the information will be deleted in accordance with requirements in laws and regulations.

Stena Line uses guest list information in order to administrate accounting and invoicing, complaints and insurance errands related to the booking.

This processing of personal data is based on our legitimate interest and is stored for up to 6 months.

Stena Line uses customer's first and surname, company contact details, booking reference number, itinerary and vehicle information and loyalty club number on bookings in order to administrate accounting in accordance with Accounting Act applicable at relevant local market.



If applicable, Stena Line stores date of suspension, name, birth date (personal identity number for Swedish citizens) and booking reference number of passengers that have breached our safety on board regulations in order for us to prevent that such persons travel again.

This processing of personal data is based on our legitimate interest and stored for up to 2 years after the date of suspension.

With regards to more detailed information about recipients of personal data and what rights individuals have, more information can be found in our privacy policy on: <https://www.stenaline.se/regler-och-policies/sekretesspolicy>

If you have any questions or comments please contact us on: +46 770 67 67 00 or business.travel@stenaline.com

Our data protection officer can be contacted on: dpo@stenaline.com

Yours sincerely

Stena Line