

# Data security & privacy information

## 1. Technical security measures

- 1.1. Delightex carries out regularly - and at least annually - an assessment of whether procedures, policies and records of processing activities must be updated.
- 1.2. Delightex has installed an antivirus program that is continuously updated for the systems and databases used to process personal data.
- 1.3. Delightex has ensured that external access to systems and databases used for processing personal data happens through a secured firewall.
- 1.4. Delightex' internal network is segmented in order to ensure limited access to systems and databases used to process personal data.
- 1.5. Delightex has ensured that access to personal data is isolated to users with a work-related need.
- 1.6. Delightex's systems and databases used for processing personal data are established with system monitoring with alarm.
- 1.7. Delightex uses effective encryption for the transmission of confidential and sensitive personal data via the internet and by email.
- 1.8. Data at rest is protected by AES-256 encryption algorithms, data in transit is protected by HTTPS encryption.
- 1.9. Delightex logs changes made by system administrators, changes in log settings, including the deactivation of logging, changes in system users permissions and failed attempts to login to Delightex's systems, databases and networks.
- 1.10. Delightex has ensured that implemented technical security measures are being tested continuously by the use of vulnerability scans and penetration tests.
- 1.11. Changes to systems, databases and network follow procedures that ensure maintenance with relevant updates and patches, including security patches.
- 1.12. Delightex has formalized procedures for the assignment and revocation of user access to personal data, after which user access is reassessed regularly, including whether rights can still be justified by a work-related need.

## **2. Organizational security measures**

- 2.1.** Delightex's employees sign a non disclosure agreement when being hired and are introduced to the IT security policies and data processing procedures and other relevant information related to the employees' processing of personal data.
- 2.2.** The Company has implemented a procedure that ensures the withdrawal of assets and user rights upon resignation of employees.

## **3. Procedures for erasure and return of personal data**

- 3.1.** Delightex has agreed on specific requirements for retention periods and erasure routines.

## **4. Storage of personal data**

- 4.1.** Delightex only processes personal data, including storage of the personal data on approved locations, countries or territories.

## **5. Transfer of personal data**

- 5.1.** Delightex has written procedures which regulate that transfer of personal data to third countries or international organizations must only happen in accordance with the data processing agreement and on the basis of valid transfer basis.

## **6. Personal data breach**

- 6.1.** Delightex has implemented controls for identifying personal data breaches.