



SCANIA PRIVACY

STATEMENT

Respect and *Responsibility* are core values for us at Scania. They form the foundation when we interact with you in your role as our valued customer, a driver of our vehicles, a co-worker in our global organisation, a trusted business partner/supplier or when visiting our websites, premises or events.

The data controller responsible for your personal data is Scania CV AB, unless otherwise stated in a privacy statement specific to a market or a service as accessible through www.scania.com.

We process your personal data when it is needed to:

- deliver our products and services,
- support and assist you when you use our products and services,
- fulfil and follow up contractual obligations, ours as well as yours,
- fulfil legal obligations and legitimate requests from law enforcement and other authorities,
- provide information about our products and services as well as upcoming events,
- improve quality and develop existing, as well as new, products and services as well as our organization.

We strive to always handle and protect your personal data with respect and integrity. Sometimes we utilize trusted business partners to help us deliver our products and services. In those cases when we need to share your personal data with our business partners, we ensure that they treat your personal data with the same respect and integrity as we do.

In this privacy statement we would like to inform you what personal data we process, why we are doing it and how we ensure that your rights and your privacy is respected. Further information about how your personal data is processed may in specific cases be found in more detailed privacy notices, contracts and service descriptions. You will in these cases find the information when accessing the application/system/service. If you have any questions or concerns you are always welcome to contact us [here](#) or talk to your Scania contact.



— FAQ

Does Scania share my personal data with third parties?

To provide the best products and services we utilize our global organization and a global network of trusted partners. This means that we share your personal data (all or selected parts as mentioned in the different data subject categories) within the TRATON Group, which Scania is part of, as well as with trusted business partners that help us. Typical examples include:

- when you use the Scania Web shop we share personal data with our partners that handle the Web shop
- we process your personal data in global IT-systems that are developed, delivered or hosted by our external IT-partners (it can also be Scania IT)
- we may use third parties to help us organize events that you participate in, to provide you with hotel, transports etc.
- when you call our Emergency Assistance we may share your personal data with third parties for example the towing companies
- when our customer (either you or your employer) decides to engage a third-party service provider and thus grants access to such a provider, Scania will share personal data related to the driver, vehicle, engine, trailer, superstructure or other products
- when you are entering into a contract with Scania for the provision of a financial/insurance product or service, we may share information with trusted parties for credit worthiness purposes
- when we are doing research and development, we may share personal data with universities, research facilities or other trusted partners.
- if you choose to accept third party cookies, your personal data may be shared with these third parties (please see our Cookie Policy for further information on Cookies).
- when Scania processes personal data in global HR processes, your personal data is transferred to the Scania unit to which you send your job application or are employed
- when you participate in internal knowledge sharing with other employees within the Scania Group your personal data will be shared with these
- when participating in trainings, your personal data will be shared with training coordination providers
- when fulfilling our obligations as an employer, we will share your personal data with banks and insurance companies
- when fulfilling our obligations under collective agreements and legislation, we will share your personal data with trade unions and work councils.'

In cases where we need to share your personal data with our business partners, we ensure that they treat your personal data with the same respect and integrity as we do. We also share your personal data with public authorities if required by law or a legitimate legal request is received from law enforcement or another authority/institution.

If your personal data is transferred out of the European Union ("EU") to a "third country" country (country outside the EU / EEA), this is done using appropriate transfer mechanisms including the relevant prior assessments and appropriate safeguards, see further just below.

Where does Scania process my personal data?

Scania is a global company with operations in over 100 countries. This means that we sometimes choose to process your personal data (all or selected parts) inside as well as outside of the European Union. When doing so we always comply with existing laws and



regulations as well as court decisions to ensure that your personal data is handled in a secure way. If your personal data is transferred out of the European Union this is done using appropriate transfer mechanisms including the relevant prior assessments and appropriate safeguards. Most commonly Standard Contractual Clauses (SCC) issued by the European Commission, or an adequacy decision concluded by the European commission are relied upon. You have the right to receive a copy of the relevant concluded SCC if your personal data is part of a transfer, secured by SCC. Reach out to us [here](#) or talk to your Scania contact.

In this context 'processing' means any operation or set of operations on personal data such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

How does Scania protect my personal data?

We are committed to protecting your personal data. We take all appropriate and reasonable legal, technical and organizational security measures to adequately protect the personal data that we process. Our security measures are continuously improved in line with the development of available security products and services.

How long does Scania keep my personal data?

Specific processing activities have their own individual retention periods applicable to them as per the legal basis and/or purpose of processing. We, therefore, minimise or delete your personal data as soon as it is no longer needed to:

- fulfil our contractual obligations towards you
- fulfil the purpose for which the personal data was collected
- fulfil our legal obligations

Does Scania use automated decision making and profiling?

Automated decision making is used in Recruiting. Basic criteria, such as educational degree, language skills and/or specific professional experience, are defined for the individual job position. The qualifications of the job applicant are compared to the criteria. If a candidate does not fulfil the basic requirements for the specific job position that they have applied for the applicant will be disqualified for the particular job position. The job applicant is welcome to apply for other positions.

Profiling is used when selecting employees for internal individual development programs. The profiling is made based on formal qualifications, personality tests and logic ability tests. If admitted, the profile is used for designing an individual development program for each participating employee.

Scania may further use profiling on its website visitors in order to personalise and adapt any marketing to better suite each individual website visitor's preferences.

What are my rights?

Right to be informed

You have the right to be informed about the personal data we process about you. In addition, you have the right to be informed about the specifics about the processing, including why your personal data will be processed, how long your personal data will be retained, recipients or categories of recipients of the



personal data, the legitimate interest pursued by us (if applicable) and any “third country” (country outside the EU / EEA) transfers taking place.

We provide this information in this Privacy Statement, but as mentioned above, more specific information about how your personal data is processed can in certain cases be found in more detailed privacy notices, including contract appendices, and service descriptions. You will in these cases find the information when accessing the application/system/service. If you have any questions or concerns you are always welcome to contact us [here](#) or talk to your Scania contact.

Right of access

You have the right to obtain confirmation from us as to whether we process your personal data. When this is the case, you have the right to receive a copy showing the personal data we process regarding you and in addition the certain information, including the purposes of the processing, the recipient of categories, the envisaged retention time and the existence of automated decision making (including profiling). Once we have confirmed your identity, the extract will be handed over to you in a secure way, and in an intelligible and easily accessible form.

Right to rectification

You have the right to update your information to ensure that we always have the correct information.

Right to erasure

You may, without undue delay, have your personal data deleted if any of the following conditions apply:

- If the personal data is no longer needed for the purposes for which it was collected or otherwise processed.
- If you have objected to its use and there are no overriding legitimate grounds for us to process it.
- If the processing is based solely on your consent and you withdraw your consent.
- If deletion is required to fulfil a legal obligation or if the personal data has been processed unlawfully.

There may be situations where the above shall not apply, e.g. if we must process the personal data to comply with EU law or applicable Member State law, or for the establishment, exercise or defence of a legal claim.

Right to object

You are always entitled to object to processing of your personal data for direct marketing. This is an absolute right, which means that if you object or unsubscribe, we will no longer process your personal data for direct marketing.

You also have the right to object to any processing that we base on legitimate interest or task carried out in the public interest, including profiling based on these grounds. The processing will then stop unless we demonstrate compelling legitimate grounds for the processing, which override the interests, rights and freedoms of the individual; or show that our processing is for the establishment, exercise or defence of legal claims.

Right to restriction

You are entitled to request a restriction of processing of your personal data in the following situations:

- When you believe your personal data is incorrect and you have therefore requested a correction. You may then request that processing of your personal data be limited while we validate if your personal data is incorrect.
- When the personal data processing is unlawful, and you oppose to your personal data being deleted and instead request that the use of these personal data be restricted.
- When you need your personal data to be able to determine, enforce or defend legal claims, even if we no longer need your personal data for the purpose of our



processing.

- Pending the verification whether our legitimate grounds override the rights and freedoms of the individual when you have objected to processing, and the processing is based on the legal grounds legitimate interest or task carried out in the public interest.

Rights regarding automated individual decision-making, including profiling

You have the right not to be subject to a decision based solely on automated processing, including profiling, which may produce legal effects or similar which significantly affects you. You have the right to object to such processing taking place.

This does however not apply if the decision is necessary for us to enter into, or perform, a contract with you, or if the decision is authorised by Union or Member State law to which we are subject, or if the decision is based on your explicit consent.

You further have the right to

- be informed about the existence of automated decision making, including profiling
- receive meaningful information about the logic involved, the significance and envisaged consequences of the processing, and
- obtain human intervention, to express your point of view and to contest the decision.

Right to data portability

You are entitled to obtain the personal data you have provided to us to process it elsewhere. This right applies in cases where our processing of your personal data is based on the legal ground that you have given your consent to the personal data processing or if you have entered a contract with us and the processing is carried out by automated means.

Filing a complaint

If you believe your personal data is not being processed in compliance with current regulations, please report it to us as soon as possible. You also have the right to file a complaint with your Data Protection Authority.

How do I contact Scania if I have questions or a complaint?

You are always welcome to contact our Data Protection Officer or talk with your local Scania contact.

Online: <https://www.scania.com/group/en/home/admin/misc/privacy-statement/contact-privacy.html>

Telephone: +46 8 553 810 00

Postal Address: Scania CV AB, ATT: Digital Compliance Office, GG, S-151 87 Södertälje, Sweden.



PERSONAL DATA WE PROCESS

The personal data we collect depends on your relationship with Scania. In the sections below, you can access detailed information about the personal data we collect for different purposes.

What personal data does Scania process from you as a customer?

When you represent your company, we need to process your personal data for the purposes listed below. If you are a sole trader, all data that we process about your company becomes personal data.



Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To create a database of prospect customers, e.g., by using data from third parties	- Organizational data (such as company name, country, company address and phone number) - Contact information (such as name, email, phone number, address)	Legitimate interest
To provide a quotation	- Organizational data (such as company name, country, company address and phone number) - Contact information (such as name, email, phone number, address) - If you are a sole trader, we process financial data such as credit ratings - Contact preferences - Purchases and transactions - Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings - Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID - Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes	Legitimate interest
To deliver upon a contract	- Organizational data (such as company name, country, company address and phone number) - Contact information (such as name, email, phone number, address) - If you are a sole trader, we also process financial data such as credit ratings, bank accounts and payments as well as contractual related data such as contract number, order number, invoices - Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings - Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID - Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes	Contractual obligation



To provide services and support, and to follow up on contractual obligations	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address and phone number) • Contact preferences • Purchases and transactions • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes	Contractual obligation
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To inform you about updates, products and services that we believe may be of interest	• Contact information (such as name, email, phone number, address) • Contact preferences • Profession • Market Location • Purchases and transactions • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes	Regulated by marketing laws per country
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To follow up our performance and how satisfied you are with our products and services, including your participation in surveys	• Contact information (such as name, email, phone number, address) • Contact preferences • Purchases and transactions • Driving behaviour, such as driving patterns, geo-location and operating hours • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage engine data and error codes • IP address, operating system, device type, app name and version, browser name and version and your responses to survey questions	Legitimate interest
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To make corrective actions	• Contact information (such as name, email, phone number, address) • Delivery address • Purchases and transactions • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • System logs from our IT-systems	Legitimate interest or contractual obligation
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To analyse, improve quality and develop products, services and our organization	• Contact information (such as name, email, phone number, address) • Scania assigned registration numbers • Delivery address • Purchases and transactions • Financial data such as credit ratings, bank accounts and payments as well as contractual related data such as contract number, order number, invoices • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • System logs from our IT-systems • Responses to survey questions	Legitimate interest
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To comply with legal obligations and legitimate requests from law enforcement and other authorities	• Contact information (such as name, email, phone number, address) • Delivery address • Purchases and transactions • Financial data such as credit ratings, bank accounts and payments as well as contractual related data such as contract number, order number, invoices • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • System logs from our IT-systems	Legal obligation or legitimate interest
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To provide you with requested information and relevant updates	• Contact information (such as name, email, phone number, address) • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Geo-location • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage engine data and error codes • System logs from our IT-systems	Legitimate interest/Regulated by marketing laws per country
To protect our employees and our company assets	• Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc • Scania premises passage control • Vehicle Identity Number <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i>	Legitimate interest
To perform due diligence	• Name • Email address (professional)	Legitimate interest



To perform investigations of alleged misconduct.	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization • Behavioural and performance data • Biometric data. • Body descriptive data • Legal data • Education and skills • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>
To manage legal matters	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization • Behavioural and performance data • Biometric data • Body descriptive data • Legal data • Education and skills • Personnel category (blue or white collar worker) • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance data • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>



What personal data does Scania process from you as a driver/ operator?

You drive a Scania vehicle or operate a machine with a Scania component

We collect various types of operational data from the vehicle, engine, trailer, superstructures and other products we sell, such as fuel consumption, driving patterns, geo position, error codes et cetera. Some of this becomes personal data as we may identify who is driving the vehicle or operating the machine.

We process this data in order to, e.g.

- deliver the services requested by the customer – more information about data processing can be found in respective Service Descriptions
- on request deliver in-vehicle entertainment services
- conduct remote diagnostics as well as repair and maintenance planning
- provide support
- fulfil contractual obligations
- research, analyse, improve quality and develop existing, and new products as well as services and our organization
- comply with legal obligations and legitimate requests from law enforcement and other authorities
- inform you of relevant updates

The data we collect is either provided by your employer, collected from the vehicle, engine, trailer, superstructure or other products, or created in our IT-systems that you use.

You enter a driver competition organized by Scania

If you choose to enter a driver competition organized by Scania we need to collect some of your personal data - for example your name and contact information - in order to process your registration and your participation in the competition. This personal data is provided directly by you.

You have an emergency on the road and you call Scania Assistance

If you have an emergency on the road and you choose to contact us for emergency assistance we need to process your personal data in order to identify you, understand your emergency, provide assistance and contact you to continuously communicate information regarding your assistance case.



Why do we process your personal data	What categories of personal data do we process?	Legal ground
To fulfil our contractual obligations such as: • deliver services requested by the customer / your employer • on request deliver in-vehicle entertainment services • conducting remote diagnostics as well as repair and maintenance planning • provide support	• Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • System logs from our IT-systems	Legitimate interest



To follow up contractual obligations of the customer	• Contact information (such as name, email, phone number, address) • Contact preferences • Purchases and transactions • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • System logs from our IT-systems	Legitimate interest
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To process your participation in our driving competitions	• Contact information (such as name, email, phone number, address) • Your age • Your language preference • The company name for your employer • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes	Consent
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To provide emergency assistance on the road	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address and phone number) • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Registration number (licence plate) • Description of the emergency incl. description of any physical injuries and need of medical assistance • Geographic position • Vehicle data for remote diagnostics • Audio or video call records	Legitimate interest
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To make corrective actions	• Contact information (such as name, email, phone number, address) • Delivery address • Purchases and transactions • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • System logs from our IT-systems	Legitimate interest or contractual obligation
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To analyse, improve and develop existing and new products and services	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address and phone number) • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • Emergency assistance cases • Responses to survey questions • Location • System logs from our IT-systems	Legitimate interest
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To comply with legal obligations and legitimate requests from law enforcement and other authorities	• Contact information (such as name, email, phone number, address) • Delivery address • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • System logs from our IT-systems	Legal obligation or legitimate interest
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To provide you with requested information and relevant updates	• Contact information (such as name, email, phone number, address) • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • Geo-location	Legitimate interest/Regulated by marketing laws per country
To follow up our performance and how satisfied you are with our products and services, including your participation in surveys	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address and phone number) • Contact preferences • Purchases and transactions • Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine data and error codes • IP address, operating system, device type, app name and version, browser name and version and your responses to survey	Legitimate interest



To provide a quotation to the customer / your employer	• Driving behaviour, such as driving patterns, geo-location, operating hours and preference settings • Identification data, for example the identification number of the vehicle, trailer, superstructure or engine, as well as driver ID, IP number, MAC address, IT-system and user ID • Performance data from the vehicle, trailer, superstructure, engine and other products, for example information from vehicle components, fuel consumption, brake usage, gear shifting, battery usage, engine	Legitimate interest
To monitor the security of vehicles to be able to identify attacks and security breaches, and to be able to take action.	• Vehicle identifiers and electronic control unit identifiers	Legal obligation (Example: UNECE R.155)
To improve safety and comply with legislation regarding vehicle safety.	• Vehicle & driver performance /behavioural data • Monitoring, recordings and images	Legal obligation (example: GSR 2, EU Regulation 2019/2144)

To protect our employees and our company assets	• Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc • Scania premises passage control • Vehicle Identity Number <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin nor are they used for</i>	Legitimate interest
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To perform investigations of alleged misconduct.	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization etc • Behavioural and performance data • Biometric data. • Body descriptive data • Legal data • Education and skills • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>
To manage legal matters	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization • Behavioural and performance data • Biometric data • Body descriptive data • Legal data • Education and skills • Personnel category (blue or white collar worker) • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance data • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>



What personal data does Scania process regarding you as a candidate and job applicant?

When you apply for a position at Scania we ask you to provide some personal data in order to process your application and, if employed, prepare your employment agreement.

Note: When “Personal Identifiers” is listed below, one or more data elements identifying a person is used. This includes personal identification number, name, digital signature or signature on paper, driver ID and driver card number, employee ID number and employee ID card, professional and private phone number, professional and private e-mail address and user ID.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground	Retention
Employer Branding			
To attract future competences and engage current employees, personal data is used to manage different actions, such as events, cases, competitions and visits	• Web browsing data • Education & Skills • Personal Identifiers • Professional experience • Professional organization	Consent	Two years from event and/or until consent has been withdrawn.
For the Scania Student Intro Program to find future employees, spread a positive image of Scania as an attractive employer and to create ambassadors for the Scania Group	• Bank number • Clothing size • Employment data • Personal Identifiers • Home Address • Professional organization • Education & Skills • Photo	Legitimate interest	Until end of program. After each program, personal data of students who will not be employed is cleansed, ensuring it is only kept for as long as necessary to fulfil its purpose.
Recruiting			
To manage the candidate database to match candidates with jobs within the Scania Group, including creating a job requisition, advertising, screening	• Education & Skills • Personal Identifiers • Employment data • Ethnicity when and where mandatory according to law	Legitimate interest	Maximum of 24 months from last edit of personal data, unless other period is specified in local law of



candidates both from applications and candidate pools, assessment, interviews and offer	• Age, Birthdate, Gender and Nationality • Home Address • Professional organization • Behavioural and performance data • Criminal/legal data • Financial data • Health reports and Health tests • Preferred country to work • Professional experience • Social medial account • Photo		recruiting Scania entity.
To share data with supplier of background checks	• Personal Identifiers • Result of background check	Legitimate interest	Maximum 30 days
To perform tests on job candidates	• Personal Identifiers • Behavioural and performance data	Legitimate interest	Maximum 30 days after user account termination or 24 months after users last activity in the system
To use for future recruiting, to send information about Career Opportunities at Scania with the purpose to Attract Future competences.	• Personal identifiers • Home Address • Preferred country • Employment data • Professional experience • Education & Skills • Social medial account • Photo	Consent	Maximum of 24 months from last editing personal information
To prepare and enter into employment contracts	• Education & Skills • Employment data • Financial data • Leaves, vacation and working hours • Personal Identifiers • Professional experience • Professional Organization • Salutation, Birthdate, Gender and Nationality • Home Address • Emergency Contact	Legitimate interest	Maximum of 10 years counted from end of contract.



To prepare onboarding for successful candidates	- Financial data - Salutation, Birthdate, Gender and Nationality - Home Address - Emergency Contact and Dependents - Employment data - Personal Identifiers - Leaves, vacation, and working hours - Photo - IT usage data	Contractual obligation	Maximum 90 days after onboarding is completed
To prepare Scania summer internships	- Clothes and shoes size - Employment data - Personal Identifiers - Professional organization - Home Address - Salary - Photo	Legitimate interest	Until contract ends. E-mail address is retained until the participants finish their education.
To use HR related statistics for follow up and as the basis for HR-related decisions	- Education & Skills - Personal Identifiers - Employment data - Rehabilitation data and Work Accidents, injuries etc - Age, Birthdate and Gender - Home Address - Professional organization - Behavioural and performance data - Financial data - Scania premises passage - Professional experience	Legitimate interest	As a rule, data is saved about 3 months after requested statistics have been produced.
To protect our employees and our company assets	- Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc - Scania premises passage control <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin. nor are they used for</i>	Legitimate interest	30 days



To manage legal matters	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization • Behavioural and performance data • Biometric data • Body descriptive data • Legal data • Education and skills • Personnel category (blue or white collar worker) • Financial data • Health data • IT usage data • Leaves, vacations, and working hours. • Monitoring, Recordings, and Images • • category data such as opinion, ethnicity, etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance data • Web browsing data		Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>	The personal data is saved as long as needed for fulfilling legal requirements or being able to pursue or defend Scania from legal claims.
To maintain a record of closed recruitment processes to demonstrate compliance with non-discrimination regulations.	• Personal identifiers • Home Address • Preferred country • Employment data • Professional experience • Education & Skills		Legitimate interest	Specified in local law of recruiting Scania entity.
To protect our employees and our company assets	• Surveillance camera data such as Videos and Phots including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc • Scania premises passage control <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition</i>		Legitimate interest	30 days





What personal data does Scania process regarding you as an employee?

As an employer, Scania will process personal data of employees, consultants and former employees.

During your employment at Scania we process your personal data in order to:

- administer your employment,
- fulfil our legal obligations as an employer
- fulfil our legitimate interest to e.g.:
 - steer, plan and evaluate the work
 - protect company employees and assets
 - contact and inform employees
 - being transparent to owners and the general public

After you have left the company, we process limited amounts of personal data required to fulfil our legal obligations, for example personal data showing your employment period.

Note: When “Personal Identifiers” is listed below, one or more data elements identifying a person is processed. This includes personal identification number, name, digital signature or signature on paper, driver ID and driver card number, employee ID number and employee ID card, professional and private phone number, professional and private e-mail address and user ID.

Special category personal data, defined in article 9.2 GDPR, which Scania process are:

- Union membership: The data is only collected and processed when it is needed for fulfilling collective agreements and local legislation e.g., when negotiating individual cases.
- Health: Only relevant data is collected and processed to fulfil Scania’s legal obligation in rehabilitation, to fulfil Scania’s policy on alcohol and drugs, on request from insurance companies and in order to carry out statutory health examinations.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground	Retention
Employer Branding			
To market Scania towards current employees, such as events, cases, competitions and visits, for attracting future	• Web browsing data • Education & Skills • Personal Identifiers • Professional experience • Professional organization	Legitimate interest	Maximum 2 years after event



competences and engage current employees.			
To create a fictional profile to better understand and attract future competences	• Age, Gender, Nationality • Professional organization • Education & Skills • Personal Identifiers • Professional experience	Legitimate interest	Until end of interview period, maximum 3 months
Recruiting			
To manage the candidate database to match candidates with jobs within the Scania Group, including creating a job requisition, advertising, screening candidates both from applications and candidate pools, assessments, interviews and offer	• Education & Skills • Personal Identifiers • Employment data • Ethnicity only when and where mandatory according to law, when applying for positions outside EU • Age, Birthdate, Gender and Nationality • Home Address • Professional organization • Behavioural and performance data • Criminal/legal data • Financial data • Health reports and Health tests • Preferred country to work • Professional experience • Social medial account • Photo	Legitimate interest	In accordance with local laws and regulations of the recruiting Scania legal entity
To share data with supplier of security vetting	• Personal Identifiers • Result of background check	Legitimate interest	30 days
To perform test on job candidates	• Personal Identifiers • Behavioural and performance data	Legitimate interest	Maximum 30 days after user account termination or 24 months after users last activity in the system
To use for future recruiting, to send information about Career	• Personal identifiers • Home Address • Preferred country	Consent	Maximum of 24 months from last editing personal information



Opportunities at Scania in the purpose to Attract Future competences.	• Employment data • Professional experience • Education & Skills • Social medial account • Photo		
To prepare and enter into employment contracts	• Education & Skills • Employment data • Financial data • Leaves, vacation and working hours • Personal Identifiers • Professional experience • Professional Organization • Salutation, Birthdate, Gender and Nationality • Home Address • Emergency Contact	Contractual obligation	Maximum of 10 years from end of contract
To enable onboarding and cross-boarding	• Financial data • Salutation, Birthdate, Gender and Nationality • Home Address • Emergency Contact and Dependents • Employment data • Personal Identifiers • Leaves, vacation, and working hours • Photo • IT usage data	Contractual obligation	Maximum 90 days after onboarding is completed
To enable sharing of experiences between Scania trainees through the TRATON Trainee Network	• Employment data • Personal Identifiers • Professional organization	Legitimate interest	Three years from ending trainee program
To maintain a record of closed recruitment processes to demonstrate compliance with non-discrimination	• Personal identifiers • Home Address • Preferred country • Employment data • Professional experience • Education & Skills	Legitimate interest	Specified in local law of recruiting Scania entity.



regulations.			
Managing Employment			
To provide global support to HR systems	• Birthdate • Home Address • Professional organization • Education & Skills • Employment data • Personal Identifiers • Leaves, vacation, and working hours • Professional experience	Legitimate interest	Maximum 2 year after closed support case or 90 days after end of employment.
To enable the HR Service Centre to receive and answer questions from HR managers, managers, employees and external authorities related to employees	• Birthdate • Home Address • Professional organization • Education & Skills • Employment data • Personal Identifiers • Leaves, vacation, and working hours • Professional experience	Legitimate interest	Maximum 2 years after closed support case or 30 days after end of employment
To register new employees and administratively manage changes throughout the employment	• Leaves, vacation, and working hours • Age, Birthdate, Gender • Home Address • Professional organization • Financial data • Employment data • Education & Skills • Personal Identifiers • Behavioural and performance data • Health certificate • Position data • Emergency contact • Photos • Professional experience • Leaves, vacation, and working hours	Contractual obligation	24 months after end of employment
To archive HR related documents	• Birthdate • Home Address	Legal obligation	Maximum of 10 years after employment



	• Professional organization • Education & Skills • Employment data • Personal Identifiers • Leaves, vacation, and working hours • Professional experience		
To handle and follow up company cars	• Personal Identifiers • Professional organization	Legitimate interest	10 years from paid salary
To handle and follow up the use of electric bikes	• Personal Identifiers • Geo position of bike	Legitimate interest	Maximum of 10 days
To handle and following up on electronic driving record of company cars	• Driving time • Milage • Vehicle identity numbers • Geo position of company car	Legitimate interest	Maximum of 90 days
To managing bookings at Scania training facilities	• Birthdate • Personal Identifiers • Photo	Contractual obligation	
To book, manage and follow up on Scania personnel transportation	• Personal Identifiers • Pick up and leave spots	Legitimate interest	1 month and 1 week
To manage Scania accommodation	• Financial data • Personal Identifiers • Home Address • Behavioural and performance data	Contractual obligation	From the last day of contract, the personal data is saved for one year. Personal data regarding expatriates are saved for five years. In case the tenant has a rent debt to Scania the personal data is saved until the debt is resolved
To manage Scania mail parcels	• Personal Identifiers	Legitimate interest	The data is deleted when employment ends.
To manage and reconcile Scania	• Personal Identifiers • Professional organization	Legitimate interest	The data is anonymized after 12 months of



restaurant payments and invoicing			inactivity
To manage programs for top executives and other key positions	• Leaves, vacation, and working hours • Age, Birthdate, Gender and Nationality • Home Address • Professional organization • Financial data • Personal Identifiers • Education & Skills • Civil status and partner's name • Emergency contact and dependents • Social medial account • Employment data • Behavioural and performance data • Professional experience	Legitimate interest	Maximum of running 10 years for bonus reasons
To administrate the life cycle of employment to support employees and the managers	• IT usage data • Salutation, Age, Birthdate, Gender and Nationality • Home Address • Professional organization • Financial data • Civil status and partner's name • Emergency contact and dependents • Employment data • Personal Identifiers • Leaves, vacation, and working hours • Behavioural and performance data • Professional experience	Legitimate interest	60 months after end of employment or according to local legal requirements
Fulfilling legal obligations			



To manage lack of performance cases	• IT usage data • Leaves, vacation, and working hours • Age, Birthdate • Home Address • Professional organization • Education & Skills • Employment data • Personal Identifiers • Health reports and medical certificates • Identified illness and psychological condition • Behavioural and performance data • Professional experience	Legal obligation	Until end of employment and during limitation period in local labour legislation
To manage individual issues of misconduct	• IT usage data • Leaves, vacation, and working hours • Age • Professional organization • Web browsing data • Financial data • Employment data • Drug tests and Health reports • Education & Skills • Personal Identifiers • Behavioural and performance data • Scania premisses control • Surveillance camera data <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i> • Social medial account • Professional experience • Union membership	Legal obligation	Until end of employment and during limitation period in local labour legislation



To perform investigations of alleged lack of performance and misconduct.	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization etc • Behavioural and performance data • Biometric data. • Body descriptive data • Legal data • Education and skills • Financial data • Health data • IT usage data • Leaves, vacations, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity, etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>	Case files are saved between three and seven years depending on the severity of the violation. Case files that contain documents concerning legal proceedings will be deleted after eleven years after the end of the legal proceedings.
Whistleblowing	• Personal Identifiers • Employment data such as contract type and employee ID-number • Professional organization	Legal obligation	Case files are saved between three and seven years depending on the severity of the violation. Case files that contain documents concerning legal proceedings will be deleted after eleven years after the end of the legal proceedings.



To negotiate with trade unions on employment and company issues	• Personal Identifiers (Employee ID number, name, PID number) • Behavioural and performance data (Misconduct reports, other behavioural or performance data)	Legal obligation/Collective agreement	Data will be saved as long the issue in the matter is not solved. Negotiation protocol
To manage Export Control and Sanction lists	• Name • Gender • Birthdate • Nationality	Legal obligation	5 years after performed screening for citizenship checks and 10 years for RPL and sanctions screening
To manage the redeployment process for individuals due to medical, behaviour, lack of performance or organizational reasons	• Education & Skills • Personal Identifiers • Behavioural and performance data • Medical certificate • Professional experience • Professional organization • Union membership	Legal obligation	Until the process is closed and obligations due to legal and contractual obligations are fulfilled.
To manage individual rehabilitation issues	• Leaves, vacation, and working hours • Age • Professional organization • Allergies, Identified illness and psychological condition • Drug tests and Health tests • Medical certificates and Health reports • Ergonomic data • Rehabilitation data • Work accidents, injuries etc • Personal Identifiers • Body descriptive data • Behavioural and performance data • Professional experience • Union membership	Legal obligation	Two years after rehabilitation is closed



To manage legal matters	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization • Behavioural and performance data • Biometric data • Body descriptive data • Legal data • Education and skills • Personnel category (blue or white collar worker) • Financial data • Health data • IT usage data • Leaves, vacations, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity, etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance data • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>	The personal data is saved as long as needed for fulfilling legal requirements or being able to pursue or defend Scania from legal claims.
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Staff and Salary Administration

To carry out salary reviews and salary revisions for employees	• Age and Gender • Professional organization • Employment data • Personal Identifiers • Behavioural and performance data • Professional experience • Financial data • Leaves, vacation, and working hours	Legal obligation	10 years after paid salary
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To manage the core payroll process at Scania	• Leaves, vacation, and working hours • Financial data • Birthdate • Home Address • Professional organization • Employment data • Personal Identifiers • Union membership	Contractual obligation	10 years after paid salary
To manage payroll system support	• Leaves, vacation, and working hours • Financial data • Age and Birthdate • Home Address • Professional organization • Employment data • Personal Identifiers • Union membership	Legitimate interest	10 years after paid salary
To perform annual compensation reviews	• Age and Gender • Professional organization • Financial data • Employment data • Personal Identifiers • Behavioural and performance data • Professional experience • Union membership	Legitimate interest	10 years after salary increase
To provide and manage individual pensions and benefits	• Age, Birthdate and Gender • Financial data • Employment data • Personal Identifiers • Leaves, vacation, and working hours	Legitimate interest	Maximum 24 months, except employment number and PID-number, which are



To provide and manage individual pensions and benefits for executives and expatriates	• Financial data • Civil status and Partners name • Personal Identifiers • Employment data • Gender and Nationality • Home Address • Professional organization • Health report • Professional experience	Contractual obligation	Until employment ends and as long as the data subject's insurance/pension is paid, including payments to beneficiaries
To manage invoicing and reporting of pensions and benefits	• Financial data • Civil status • Employment data • Personal Identifiers	Legal obligation	10 years after the data subject has died. If there are beneficiaries, the data is saved 10 years after beneficiaries have died.
To provide and manage scholarships	• Employment data • Home Address • Professional organization • Behavioural and performance data • Professional experience	Consent	Application is saved for two months. Decision on granted scholarship is saved for two years.
To manage the Scania Resultatbonus	• Leaves, vacation, and working hours • Personal Identifiers • Home Address • Financial data	Legitimate interest	10 years from disbursement.
To manage rewards to inventors	• Personal Identifiers • Quasi Personal Identifiers such as Birthdate, Home Address and Professional organization	Contractual obligation	20 years (lifespan of patent)



Work environment and Health

To conduct medical examinations of employees and related persons for expatriations missions	• Allergies, Identified illness • Health incidents • Health reports and medical reports • Health tests • Prescriptions • Birthdate • Civil status, Partners name and Children names	Contractual obligation	10 years from last entry in patient record
To film and photograph for ergonomic risk assessments	• Ergonomic data • Photos and videos • Professional organization	Legal obligation	Maximum 3 months when doing risk assessments. Films used in trainings are saved as long the training is
To conduct medical examinations of employees before short term business travel	• Allergies • Identified illness • Medical certificates • Prescriptions • Birthdate • Home Address • Professional organization • Personal Identifiers	Legitimate interest	10 years from last entry in patient record
To report, manage and analyse work incidents	• Personal Identifiers • Work accidents, injuries etc • Photos • Position at workplace	Legal obligation	Retention time is set for personal data according to local work



To assess employees' ability to work and their health in order to take improving measures within the area of occupational health.	• Age, Birthdate and Gender • Home Address • Professional organization • Allergies • Drug tests • Ergonomic data • Health incidents and Work accidents, injuries etc • Medical certificates • Prescriptions • Psychological conditions and psychological counselling data • Rehabilitation data • Body description, Height, Weight and other body descriptive data • Civil status and partner's name • Children names • Personal Identifiers • Photos	Legitimate interest	10 years from last entry in patient record
To perform new employment health examinations to investigate if there are any medical obstacles to perform the position a candidate has applied to	• Personal Identifiers • Education & Skills • Age, Birthdate and Gender • Home Address • Drug tests and Health tests • Identified illness • Prescriptions • Height and Weight	Legitimate interest	Name, e-mail address, department and manager are saved for one year. Medical data is retained 10 years from last examination
To perform random drug test of employees and offer employees with help to overcome addictions	• Birthdate • Professional organization • Drug tests • Personal Identifier	Legitimate interest	Maximum 10 years after last entry in patient record in case of positive test. Maximum 6 months in
Planning and follow-up			



To build and maintain a competence inventory to support the strategic workforce planning within the Scania Group	• Education & Skills • Personal Identifiers • Behavioural and performance data • Professional experience • Professional organization	Legitimate interest	Maximum of 10 years or in accordance with local legislation
To enable career planning and skills assessments to identify skills and competency gaps by comparing current and potential future roles	• Education & Skills • Employment data • Personal Identifiers • Behavioural and performance data • Professional experience • Professional organization	Legitimate interest	60 months after end of employment or according to local legal requirements
To perform the Employee Satisfaction Barometer and other surveys	• Age, Birthdate and Gender • Professional organization • Personal Identifiers • Employment data • Educations and Skills • Professional experience	Legitimate interest	For Employee Satisfaction Barometer until the data is aggregated and anonymized, before reporting. For other surveys, until the surveys are updated and re-launched, maximum of 10 years



To perform HR related statistics for follow-up and to form the basis for HR-related decisions	• Leaves, vacation, and working hours • Financial data • Employment data • Personal Identifiers • Age, Birthdate and Gender • Professional organization • Education & Skills • Health and Work accidents, injuries etc • Rehabilitation data • Professional experience • Behavioural and performance data • IT usage data • Civil status	Legitimate interest	Whenever possible, personal data is aggregated and anonymized before reporting. Data exported from outside source system is retained for a maximum of 60 days after completed project.
To perform analytics within the HR area to form the basis for HR-related decisions	• Leaves, vacation, and working hours • Age, Birthdate, Gender and Nationality • Home Address • Professional organization • Financial data • Education & Skills • IT usage data • Employment data • Personal Identifiers • Behavioural and performance data • Professional experience • Rehabilitation • Work accidents, injuries etc • Scania premises passage	Legitimate interest	As a rule, data is saved about 3 months after requested analytics have been produced.
To identify and develop cross talent	• Personal Identifiers • Education & Skills • IT usage data • Behavioural and performance data	Legitimate interest	Maximum of 2 years after end of process



To enable succession planning and management	• Age, Gender and Nationality • Professional organization • Employment data • Education & Skills • Personal Identifiers • Behavioural and performance data • Profession and Professional experience • Video and voice recordings	Legitimate interest	Maximum of 60 months after end of employment or according to local legal requirements
Learning and Development			
To enable employees to share digital certificates	• Personal Identifiers • Education & Skill	Legitimate interest	As long as the employee uses the service
To conduct performance reviews of employees	• Personal Identifiers • Behavioural and performance data • Education & Skills • Leaves, vacation, and working hours • Professional experience • Employment data • Gender • Professional organization • IT usage data	Legitimate interest	2 years from review, unless end of employment comes first.
To enable employees to share learning activities and follow others on learning platforms	• Education & Skills • Personal Identifiers • Photos	Legitimate interest	Maximum of 10 years



To manage and coordinate training activities	• Food preferences • Education & Skills • Clothing and Shoes size • Employment data • Personal Identifiers • Professional experience • Professional organization • Education & Skills • Health tests (members of internal fire prevention)	Legitimate interest	Maximum of 10 years For members of internal fire prevention personal data is saved as long as the person upholds the position
To implement and evaluate training activities	• Web browsing data • Personal Identifiers • Monitoring, Recordings, and Images • IT usage data • Professional organization	Legitimate interest	Maximum of 1 year
To create and follow-up on development plans for employees	• Education & Skills • Personal Identifiers • Behavioural and performance data • Employment data • Professional experience • Professional organization	Legitimate interest	One year after end of employment
To train future leaders and enhance their network	• Food preferences • Birthdate and Nationality • Home Address • Professional organization • Clothing and Shoe size • Personal Identifiers • Employment data • Education & Skills • Behavioural and performance data • Photos • Professional experience	Legitimate interest	End of employment

Travel Management and Expatriation



To manage the expatriation process for employees as well as related persons	• Leaves, vacation, and working hours • Age, Birthdate, Gender and Nationality • Home Address • Financial data • Education & Skills • Emergency contacts • Civil status and partner's name • Education & Skills • Medical certificates • Personal Identifiers • Professional experience • Citizenship • Family data	Contract	Maximum of 10 years
To manage travel bills and the expense process	• Food preferences • Work accidents, injuries etc • Birthdate, Gender and Nationality • Home Address • Professional organization • Financial data • Personal Identifiers • Employment data • Position data	Legitimate interest	7 years in total
To manage travel planning, before, during and after traveling	• Name • E-mail address • Phone number	Legitimate interest	When the traveller has returned home, the personal data is saved as long as is needed for possible infection tracking.
To conduct analyses on travel patterns	• Personal Identifiers • Professional organization	Legitimate interest	Maximum of 5 years



Other processing			
To manage compliance e.g., compliance helpdesk, compliance to Scania Group Policies	• Personal Identifiers • Professional organization • Profession • Video and voice recording • Login times	Legitimate interest	Until risk is mitigated or deficiency is resolved
To manage Data Processing Agreements and Storage	• Activity log, • Personal Identifiers • Position related data • Professional Experience • Professional Organization	Legitimate interest	
Data Protection Compliance	• Personal Identifiers • Professional organization	Legal obligation	
To manage internal risk process	• Personal Identifiers • Professional organization • Profession	Legal obligation	Data is reviewed and purged once a year
To secure board management and document collaboration	• Personal Identifiers • Birthdate • IP Address	Legitimate interest	The data will be deleted when they leave the board
To follow safety processes and routines in case of emergency	• Personal Identifiers • Employment data • Professional organization • Name and contact information of emergency contact • Citizenship • Nationality	Legitimate interest or Protection of your vital interest.	According to local work safety regulations.



To protect our employees and our company assets	• Personal Identifiers • Employment data • Professional organization • Photos • IT usage data • Web browsing data • Scania premises passage control • Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc Birthdate <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i> • Professional organization	Legitimate interest	For passage control one year and for Camera surveillance 30 days
To manage threats against employees	• Personal identifiers • Quasi Personal Identifiers such as Birthdate, Gender, Home Address and Professional organization • Position data • Profession • Working shifts/hours • Body descriptive data • Social and Family data • Voice stream	Consent	Maximum 5 years from collection



To transfer personal data externally in order to identify you as a Scania employee and to enable you to perform your work duties	• Personal Identifiers • Employment data • Professional organization • Photos, film and audio	Legitimate interest	
To analyse, improve and develop existing and new products and services	• Personal Identifiers • Employment data • Citizenship • Professional organization • IT usage data • •	Legitimate interest	
To manage patent documents	• Personal Identifiers • Birthdate	Consent	
To provide you with requested information and relevant updates	• Personal Identifiers	Legitimate interest	
To comply with licences of open-source programs	• Contributors' Personal Identifiers	Legitimate interest	
To perform auditing	• Personal Identifiers • Professional organization • Position data • Profession • Working shifts/hours • Education & Skills • Video and voice stream • Photos • Personnel category (blue/white collar) • Working hours related data • Performance evaluation	Legitimate interest	10 years



To be able to answer questions from authorities or other institutions such as the Swedish Social Insurance Agency, the Enforcement Authority, banks, AFA, Police, estates, etc.	• Leaves, vacation, and working hours • Financial data • Employment data • Personal Identifiers • Position data • Professional experience • Professional organization	Legitimate interest	Until the question is answered
Termination of employment			
To support HR and managers with legal advice concerning termination of employments to ensure compliance with employment legislation in individual cases.	• Age • Professional organization • Financial data • Personal Identifiers • Union membership	Legal obligation	<u>Up to two years after the ending of termination processes</u>
To offboard employees, ensuring a good exit and a structured knowledge transfer	• Personal Identifiers • Employment data • Professional organization	Legitimate interest	Data on offboarding is retained until offboarding tasks are completed and the employment has ended.
To handle redundancy according to legal requirements and common processes	• Age and Birthdate • Professional organization • Education & Skills • Employment data • Personal Identifiers • Leaves, vacation, and working hours • Professional experience • Behavioural and performance data • Financial data • Union membership	Legal obligation	Maximum 2 years from end of employment. Data on employment time is retained until reached retirement age.



What personal data do we process from you as a business partner/supplier?

If you work as a representative for a supplier that provides products and services to Scania we process limited amounts of your personal data, e.g. your contact information and identification. This is used to evaluate your offering, manage a contract and provide you with access to relevant IT-systems.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To evaluate a proposal from you or your employer, or to evaluate a new business partner, both including background checks	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address and phone number) • If you are a sole trader, we also process financial data such as credit ratings and prices • Background information (such as personal or professional conditions and characteristics, financial data, connections to government officials and - if legally permitted – possible criminal offences)	Legitimate interest
To perform contracts with you or your employer	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address and phone number, business organisation number) • If you are a sole trader, we also process financial data such as credit ratings, bank accounts and payments	Contractual obligation or legitimate interest
To provide access to our IT-systems	• Contact information (such as name, email, phone number, address) • User-id • Language settings in systems • Logs of your usage of our systems	Legitimate interest
Transfer of personal data externally in order to identify you as a Scania business partner/supplier	• Contact information (such as name, email, phone number, address) • Employment data (such as employment number, User-ID, Photos)	Legitimate interest
To communicate with yourself or your employer	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address, phone number and business organisation number)	Legitimate interest



To analyse, improve and develop existing and new products and services, as well as our organization	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address, phone number and business organisation number) • If you are a sole trader, we also process financial data such as credit ratings, bank accounts and payments • Logs of your usage of our systems	Legitimate interest
To comply with legal obligations and legitimate requests from law enforcement and other authorities	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address, phone number and business organisation number) • Financial data such as credit ratings, bank accounts and payments as well as contractual related data such as contract number, order number, invoices • Citizenship • Date of birth • License registration • Access logs from IT-systems and entry systems, • IT-logs from applications and network services	Legal obligations or legitimate interest
To provide you with requested information and relevant updates	• Contact information (such as name, email, phone number, address)	Legitimate interest/Regulated by marketing laws per country
To comply with licences of open-source programs	Contributors' contact information (such as name, email, phone number, address)	Contractual obligation
To perform due diligence	• Personal Identifiers • Nationality • Professional organization • Profession • Legal data	Legitimate interest
To protect our employees and our company assets	• Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i> • Scania premises passage control	Legitimate interest



To manage and coordinate training activities	• Education and Skills • Personal identifiers • Health tests • Professional organization	Legitimate interest
Auditing	• Personal Identifiers • Professional organization • Position data • Profession • Working shifts/hours • Education & Skills • Video and voice stream	Legitimate interest
To manage Internal Risk Process	• Personal Identifiers • Professional organization • Profession	Legal obligation
Data Protection Compliance	• Personal Identifiers • Professional organization	Legal obligation
To perform investigations of alleged misconduct.	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization etc • Behavioural and performance data • Biometric data. • Body descriptive data • Legal data • Education and skills • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>



To manage legal matters	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization etc • Behavioural and performance data • Biometric data • Body descriptive data • Legal data • Education and skills • Personnel category (blue or white collar worker) • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance data • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>
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What personal data does Scania process from you as a visitor?

When you visit our premises and our events we process personal data about you to be able to fulfil the purpose of your visit and make your visit successful and safe. This may include contact information and driving license number, as well as food preferences and co-traveller information.

Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To fulfil the purpose of your visit at Scania.	• Contact information (such as name, email, phone number, address) • Co-traveller information (such as name, email, phone number, address, age) • Organizational data (such as company name, country, company address, phone number and business organisation number) • Language • Food preferences • Travelling and lodging details • Driver license • Host details	Legitimate interest
To protect our visitors and our company assets	• Contact information (such as name, email, phone number, address) • Access logs from IT-systems and entry systems, • IT-logs from applications and network services, • Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i> • Security incident reports • Health data • Birthdate • Professional organization • Scania premises passage control	Legitimate interest
To analyse, improve and develop existing and new products and services, as well as our organization	• Contact information (such as name, email, phone number, address) • Co-traveller information (such as name, email, phone number, address, age) • Organizational data (such as company name, country, company address, phone number and business organisation number) • Language • Travelling and lodging details • Driver license • Host details	Legitimate interest



To comply with legal obligations and legitimate requests from law enforcement and other authorities	• Contact information (such as name, email, phone number, address) • Co-traveller information (such as name, email, phone number, address, age) • Organizational data (such as company name, country, company address, phone number and business organisation number) • Language • Travelling and lodging details • Driver license • Host details	Legal obligation or legitimate interest
To provide you with requested information, services and updates, including webcasts, annual reports.	• Contact information (such as name, email, phone number, address) • Organizational data (such as company name, country, company address, phone number and business organisation number) • Language	Legitimate interest/Regulated by marketing laws per country
To protect our employees and our company assets	• Personal Identifiers • Birthdate • Professional organization • Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i> • Scania premises passage control	Legitimate interest
To manage legal matters	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization etc • Behavioural and performance data • Biometric data • Body descriptive data • Legal data • Education and skills • Personnel category (blue or white collar worker) • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance data • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>



To perform investigations of alleged misconduct.	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization • Behavioural and performance data • Biometric data. • Body descriptive data • Legal data • Education and skills • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>



To manage internal communication and document the company's activities, including for historical purposes, through the use of recordings (photographs, videos and audio).	• Personal identifiers • Photo • Social media account • Professional experience • Professional organization • Age, gender, nationality • Education and skills	Legitimate interest
To manage external communication and marketing activities through the use of recordings (photographs, videos and audio).	• Personal identifiers • Photo • Social media account • Professional experience • Professional organization • Age, gender, nationality • Education and skills	Legitimate interest Or Consent* (*based on the type of the event)

What personal data does Scania process from you as a website visitor?

When you visit our websites your web browser provides us with some information necessary in order for us to provide you access to our websites, and some that helps us understand how you are using our websites, for example if you are using a mobile device or a computer, which region in the world you are surfing from and which browser you are using. This data helps us tailor our website and enhance your browsing experience. We use a limited number of cookies to help us understand how you are using our websites, for more information about our use of cookies see our [cookie policy](#).

Why do we process your personal data?	What categories of personal data do we process?	Legal ground
When you visit our website, we may process your personal data through necessary cookies in order to ensure the proper core functionality and safety of our website.	• IP-address • Geo-location • Accept-language • User-agent • Allocated session ID	Legitimate interest
When you visit our website, we may process your personal data through performance cookies in order to compile statistics regarding how our website is used, which in turn may be used to improve our website or parts thereof. Such data will when applicable only be	• IP-address • Browser settings • Type of device used to access the site • Areas of interest • Interactive and behavioural data	Legitimate interest



processed in an aggregated and pseudonymised form.		
When you visit our website, we may process your personal data through functional cookies in order to provide enhanced functionality and personalization on our website and in turn an elevated user experience for you.	• IP-address • Geo-location • Browser type and version • Operating system • Date and time for you visit • URL of the referring site • Browsing country	Legitimate interest
When you visit our website, we may process your personal data through targeting cookies in order for us to adapt and personalise our marketing towards you to better match your preferences. We may also combine such personal data with data which we obtain from third parties, which is why this processing activity can be equated with profiling.	• IP-address • Geo-location • Browser type and version • Operating system • Date and time for you visit • URL of the referring site • Browsing country • Interactive and behavioural data	Consent
When you visit our website, we may process your personal data through social media cookies to enable you to share our content with your friends and networks. Social media cookies can also be used to track you across different sites, building up a profile of your interests.	• IP-address • Geo-location • Browser type and version • Operating system • Date and time for you visit • URL of the referring site • Browsing country • Areas of interest • Interactive and behavioural data	Consent



What personal data does Scania process of you as a member of the public?

Scania is developing systems to assist drivers and also to have vehicles drive autonomously, without a driver. As part of the development work our vehicles are equipped with sensors like cameras, which might capture for example your image or license plate when passing nearby. The data collected by such sensors will not be used to track or identify you as an individual but only processed for the purposes specified below. This data can also be processed jointly with our sister brands in the TRATON group.

Why do we process your	What categories of personal data do we process?	Legal ground
To alert the driver, avoid accidents and improve traffic safety. (to comply with legislation)	- Monitoring, recordings and images - Vehicle & driver performance / behavioural data - Position data	Legal obligation (Example: GSR 2, EU Regulation 2019/2144)
To alert the driver, avoid accidents and improve traffic safety. (to improve safety)	- Monitoring, recordings and images - Vehicle & driver performance / behavioural data - Position data	Legitimate interest
To develop and verify software for autonomous driving.	- Monitoring, recordings and images - Position data	Legitimate interest
To protect our employees and our company assets	- Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i> - Scania premises passage control	Legitimate interest



To manage legal matters	• Personal identifiers • Quasi personal identifiers such as Birthdate, Gender, Home address, Nationality, Professional organization • Behavioural and performance data • Biometric data • Body descriptive data • Legal data • Education and skills • Personnel category (blue or white collar worker) • Financial data • Health data • IT usage data • Leaves, vacation, and working hours. • Monitoring, Recordings, and Images • Special category data such as opinion, ethnicity etc. • Position data • Professional Experience • Social and family data • Vehicle and Driver performance data • Web browsing data	Legitimate interest <i>*The processing of special categories of personal data is based on a legal obligation or the performance of a contract.</i>
To perform investigations of alleged misconduct.	• Personal identifiers • Quasi personal identifiers such as Birthdate, Home address, Professional organization • IT usage data • Position data • Profession • Social media account • Surveillance camera data <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i>	Legitimate interest



What personal data does Scania process from you when using Scania's IT systems?

Why do we process your personal data?	What categories of personal data do we process?	Legal ground
To provide access to our IT-systems	• Personal Identifiers • Contact information • Professional organization	Legitimate interest
To enhance our IT-systems	• Personal Identifiers • Professional organization • IT usage data • Web browsing data	Legitimate interest
To protect our employees and our company assets	• Personal Identifiers • Contact information • Professional organization • IT usage data • Web browsing data • Surveillance camera data such as Videos and Photos including Vehicle Identity number, Gender, Body description, Ethnicity, Facial recognition, etc <i>*In Scania Baltics, CCTV systems are not used to identify an individual's nationality or ethnic origin, nor are they used for biometric facial recognition.</i>	Legitimate interest
To provide IT support	• Personal Identifiers • Contact information • Professional organization • IT usage data • Web browsing data • Recorded support calls	Legitimate interest

