



Last Updated: February 24, 2021

## PROFESSIONAL PARTNERS PRIVACY NOTICE

### INTRODUCTION

Technip Energies N.V. and its affiliated entities (“**Technip Energies**”) value the trust of our existing and prospective business relations, which include Technip Energies’ business customers, investors, business partners, resellers, suppliers and other relevant stakeholders ( “**Professional Partners**”).

This Privacy Notice describes how we collect and process Personal Information from our Professional Partners.

For more information regarding data we collect on our website, please see our [Website Privacy Notice](#).

### PERSONAL INFORMATION

“**Personal Information**” is data that identifies you as an individual or relates to an identifiable individual.

Personal Information that we may collect includes:

- Personal Details and Contact Information: Name; address; e-mail; telephone and fax details and other contact information; nationality; photograph, voice recordings and video; signature and electronic signature; CVs received from vendors/subcontractor specialists for projects;
- Professional Affiliations: Business name, title, and address;
- Financial Information: Payment card number; bank account number and account details; tax returns; salary; assets and income; personal bankruptcy; credit history and credit score;
- Marketing Preferences and Customer Service Interactions: Marketing preferences; entry in contests or promotions; responses to voluntary surveys; recordings of telephone calls with customer service and other representatives;
- Operational Data: Transactions, sales, purchases, uses, supplier information, credentials to online services and platforms, and electronic content produced by data subjects using company systems, including online interactive and voice communications, such as blog, chat, webcam use and network sessions.

We may collect Personal Information in various ways, such as when you: enter into a transaction or contractual arrangement with us; participate in our programs or activities; provide data at industry events and trade shows; when you visit our facilities or we visit you at your offices; when you contact our customers services; or in connection with your inquiries and communications with us. We may also collect Personal Information from other sources, including your employer, data companies, publicly-accessible databases, and joint marketing partners.

When you are asked to provide Personal Information, you may decline. But if you choose not to provide data that is necessary for us to provide requested services, we may not be able to provide you certain services or you might not quality to provide us certain services.



## HOW WE USE PERSONAL INFORMATION

We use Personal Information in order to:

- Communicate with you for the purpose of our contractual relationship or legitimate interest. This includes:
  - Tracking and responding to your inquiries, reports, reviews or correspondence regarding products, projects and services.
  - Administering your account(s) with us.
  - Providing and improving our customer service.
  - Facilitating communications generally in the context of our business activities.
  - Sending administrative information to you, such as changes to our terms, conditions and policies.
  - Enforcing the contractual terms and conditions that govern our relationship with you.
  
- Operate our business for the purpose of our contractual relationship or legitimate interest. This includes:
  - Providing you with our products, projects and services.
  - Assisting you to provide us with your products, projects and services.
  - Paying you for any goods or services that you provide us.
  - Managing product and service development.
  - Monitoring performance to review compliance with quality, health, safety, environment and security (QHSES) requirements
  - Managing and allocating company assets and resources.
  - Carrying out strategic planning and project management.
  - Compiling audit trails and other reporting tools.
  - Financial management, budgeting and reporting.
  - Managing our disaster recovery and business continuity plans and procedures.
  - Maintaining our records relating to manufacturing and other business activities.
  - Operating and managing our IT and communications systems.
  - Carrying out data analysis, audits, and identifying usage trends.
  
- Provide personalized services and information of interest to you with your consent, or where we have a legitimate interest. This includes:
  - Better understanding you and personalizing our interactions with you.
  - Marketing our products, projects and services.
  - Analyzing and predicting your preferences in order to improve our interactions with you, and to deliver information that we believe will be relevant to your professional interests.
  
- Engage with you as a Professional Partner with your consent, when we have a contractual relationship or a legitimate interest, or for scientific purposes. This includes:
  - Involving you in programs/panels of professionals.



- Reaching out to you for your professional expertise, for example, in the context of surveys relating to our products, projects or services.
  - Collaborating with you on events, publications, or advisory meetings.
  - Seeking your views on products, projects and services promoted by Technip Energies, and our affiliates or business partners for development and improvement purposes.
  - Inviting you to participate in special programs, activities, contests, events, or promotions. Some of these may have additional rules containing information about how we will use and disclose your Personal Information.
- Manage our business to comply with our legal obligations, or when we have a legitimate interest. This includes:
    - Meeting our regulatory monitoring, recordkeeping and reporting obligations.
    - Conducting audits.
    - Detecting, preventing and investigating fraud, including carrying out background checks, due diligence and know your customer checks.
    - Identifying potential conflicts of interest.
    - Complying with sanction rules and anti-corruption, anti-bribery, and transparency obligations.
    - Responding to legal processes such as subpoenas, pursuing legal rights and remedies, and defending litigation.
    - Conducting internal investigations, managing internal complaints or claims, and complying with internal policies or procedures.

We may aggregate the Personal Information that you and other Professional Partners provide us. If we do, we may use and disclose such aggregated data for any purpose. Aggregated data does not personally identify you or any other individual.

## **HOW WE DISCLOSE PERSONAL INFORMATION**

We disclose Personal Information as follows:

- To other Technip Energies entities for the purposes described in this Privacy Notice.
- To authorized personnel in our Sales, Global Sourcing & Procurement, Compliance, Marketing, IT, HR, Legal, Finance and Audit departments, as may be required based on their job responsibilities/business need. All personnel within Technip Energies will generally have access to business contact information such as name, position, workplace telephone numbers, addresses and email addresses.
- To our third party service providers, to provide services such as data analysis, website hosting, data technology and related infrastructure provision, customer service, email delivery, auditing and other services.
- To other companies with which we collaborate regarding particular products, projects or services. These may include our co-promotional partners for products, projects or services that we jointly develop and/or market.



- To entities that regulate or have jurisdiction over Technip Energies, such as regulatory authorities, law enforcement and public and judicial bodies.

We also use and disclose your Personal Information as we believe to be necessary or appropriate:

- To comply with applicable law and our regulatory monitoring and reporting obligations (which may include laws outside your country of residence), to respond to requests from public and government authorities (which may include authorities outside your country of residence), to cooperate with law enforcement, or for other legal reasons.
- To enforce our terms and conditions.
- To protect our rights, privacy, safety or property, and/or that of our affiliates, you or others.

In addition, we may use, disclose or transfer Personal Information to a third party in connection with any reorganization, merger, sale, joint venture, assignment, transfer or other disposition of all or any portion of our business, assets or stock (including in connection with any bankruptcy or similar proceedings).

#### **MARKETING PREFERENCES**

If you no longer want to receive marketing communications from us, contact us as indicated in the Contact Us section. In your request, please provide your name and address where you no longer wish to be contacted. We will try to comply with your request as soon as reasonably practicable. If you opt out of receiving marketing communications from us, we may still send you important administrative messages, from which you cannot opt out.

#### **INDIVIDUAL RIGHTS**

If you would like to request to review, correct, update, suppress, restrict, object to or opt out of the processing of Personal Information or delete Personal Information that you have provided to us or if you would like to request to receive an electronic copy of such Personal Information for purposes of transmitting it to another company (to the extent that this right to data portability is provided to you by applicable law), you may contact us as indicated in the Contact Us section. We will respond to your request consistent with applicable law.

In your request, please tell us what Personal Information you would like to have changed, whether you would like to have it suppressed from our database, or otherwise let us know what limitations you would like to put on our use of it. For your protection, we may need to verify your identity before implementing your request and we may only implement requests with respect to the Personal Information associated with the particular email address that you use to send your request. We will try to comply with your request as soon as reasonably practicable.

Please note that we may need to retain certain data for recordkeeping purposes and/or to complete any transactions that you began prior to requesting a change or deletion. There may also be residual information that will remain within our databases and other records, which cannot be removed.



## **DATA SECURITY**

We seek to use reasonable organizational, technical and administrative measures to protect your Personal Information. Unfortunately, no data transmission or storage system can be guaranteed to be 100% secure. Any transmission of personal information is at your own risk. If you have reason to believe that your interaction with us is no longer secure, please immediately notify us, as indicated in the Contact Us section.

## **RETENTION PERIOD**

We will retain your Personal Information for as long as needed or permitted in light of the purpose(s) for which it was obtained and as outlined in this Privacy Notice. The criteria used to determine our retention periods include: (i) the length of time we have an ongoing relationship with you; (ii) whether there is a legal obligation to which we are subject; or (iii) whether retention is advisable in light of our legal position (such as in regard to the enforcement of our contractual terms, applicable statutes of limitations, litigation or regulatory investigations).

## **CROSS-BORDER TRANSFERS**

Your Personal Information may be stored and processed in any country where we have facilities or in which we engage service providers including in the EEA, in the US and where our affiliates operate, and your Personal Information will be transferred to countries outside your country of residence, including the US, which may have data protection rules that are different from those of your country. In certain circumstances, courts, law enforcement agencies, regulatory agencies or security authorities in those other countries may be entitled to access your Personal Information.

Some non-EEA countries are recognized by the European Commission as providing an adequate level of data protection according to EEA standards (the full list of these countries is available [here](#)). For transfers from the EEA to countries not considered adequate by the European Commission, we have put in place adequate measures, including by ensuring that the recipient is bound by EU Standard Contractual Clauses, to protect your Personal Information. You may obtain a copy of these measures by contacting us as indicated in the Contact Us section.

## **SENSITIVE INFORMATION**

Unless we request it, we ask that you do not send us, and you do not disclose, any sensitive Personal Information (e.g., social security numbers, information related to racial or ethnic origin, political opinions, religion or other beliefs, health, biometrics, or genetic characteristics, criminal background, or trade union membership) to us.

## **DATA OF MINORS**

We do not knowingly collect Personal Information from individuals under 16.



## **UPDATES**

From time to time, we will update this Privacy Notice. This Privacy Notice was last updated as of the “Last Updated” date shown above.

## **CONTACT US**

The company responsible for collection, use and disclosure of your Personal Information under this Privacy Notice is Technip Energies N.V. a company incorporated under the laws of The Netherlands, with its corporate seat in Amsterdam, and registered with the Dutch Chamber of Commerce under number 76122654.

If you have questions about this Privacy Notice, or if you would like to request to exercise any individual rights, please contact us at [privacy@technipenergies.com](mailto:privacy@technipenergies.com), or write to: Technip Energies 6-8 Allée de l’Arche, Faubourg de l’Arche, ZAC Danton, 92400 Courbevoie, France.

For Germany, you can contact our German DPO via [privacy@technipenergies.com](mailto:privacy@technipenergies.com).

## **ADDITIONAL INFORMATION FOR THE EEA**

You may lodge a complaint with a data protection authority that is competent for your country or region or place of alleged infringement. Please click [here](#) for contact information for such authorities.