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<b>Document approver</b>	Jan Nilsson (JANI)	

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**MANAGEMENT POLICY**

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## 1. Introduction

It is important to Scandinavian Energy Contractor A/S (SEC) that we ensure proper handling of your personal data. We aim to process your personal data in a transparent and secure method. This policy describes how we handle your personal data.

## 2. Personal data

Personal data is any information that relates to an identified or identifiable living individual. The purpose of this policy is to describe how SEC collects and processes data when you visit our website.

The policy applies to [www.secontractor.dk](http://www.secontractor.dk) and any other domains redirected to this domain. The policy does not apply to any other SEC-controlled systems collecting data. Privacy policies for other systems are available in the system in question.

## 3. Data controller

SEC is the legal entity and, as such, the data controller in accordance with the Danish Data Protection Act. We process personal data in accordance with the Danish Data Protection Act and the General Data Protection Regulation (EU 2016/679).

Scandinavian Energy Contractor A/S  
Gydevang 39-41  
DK-3540 Allerød  
Denmark  
[info@secontractor.dk](mailto:info@secontractor.dk)

## 4. Collection of personal data

SEC collects cookie data. Some cookies are necessary for the website to work. Others are used for statistics and marketing purposes.

## 5. Cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added, and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

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We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system. Overall, cookies help us provide you with a better website by enabling us to monitor which pages you find useful and which you do not.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

## 6. Contact SEC

If you need to contact SEC regarding the processing of personal data, please write to [info@secontractor.dk](mailto:info@secontractor.dk).

If you are not happy with our response, you can make a complaint to the Danish data protection authority: [www.datatilsynet.dk](http://www.datatilsynet.dk)

## 7. Changes in our “Privacy policy”

This “Privacy policy” replaces all previous versions related to the website privacy. We reserve the right to update the policy on an ongoing basis. If a major amendment is made to the policy, details of such major change will be shared in a news update on the website.

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