

M/s Metaflex Doors India Pvt Ltd - Privacy Notice (Customers & Suppliers)

We, at M/s Metaflex Doors India Pvt. Ltd. (MDIPL) with (CIN: U45403DL2007PTC158356), a fully owned subsidiary company of M/s ASSA ABLOY AB, Sweden; having manufacturing cum trading facility at 8-A, Udyog Vihar Part I & II, Greater Noida 201306, Uttar Pradesh, India, are committed to protect your personal data.

This privacy notice describes how we collect and process the personal data that we receive, when you correspond with us, or when you are a business customer to us, a supplier, partner in CSR activities or an investor. This notice also describes how you can contact us if you have additional questions regarding our processing of your personal data.

Summary of situations where we will process your Personal Data

We will process Personal Data belonging to you in the following situations:

- Representative of customer prospects
- Customer representative contact details
- Social media interactions
- Potential supplier representative
- Supplier representative contact details
- Customer, Supplier and Partner sanction screening
- Partner in CSR activities

Representative of customer prospects

Purpose	We collect and store contact details of representatives of customer prospects in our CRM system to be able to communicate relevant information such as invitations and marketing materials to them.
Personal Data Categories	Name Work email address Work phone number Work title Name of the customer legal entity
Personal Data Sources	Collected from the customer prospect directly or from publicly accessible channels
Legal Ground	Legitimate interest of (MDIPL /ASSA ABLOY) or consent to marketing
Retention	Until the customer prospect asks not to be contacted or 25 months after the personal data was collected
Transfers	CRM system providers, marketing automation platform providers and email service providers

Customer Representative contact details

Purpose	We collect and store customer representative contact details in our CRM system to be able to communicate with the customer, ensure we can fulfil our agreement with the customer and communicate relevant information such as invitations and marketing materials.
Personal Data Categories	Name Work email address Work phone number Work title Name of the customer legal entity
Personal Data Sources	Collected from the customer representative directly or from the customer organization
Legal Ground	Legitimate interest of (MDIPL /ASSA ABLOY) and legal obligation in some cases
Retention	For the duration of the agreement with the customer or until required by law such as bookkeeping for 7 years
Transfers	CRM system providers, marketing automation platform providers and email service providers

Social Media Interactions

Purpose	We monitor publicly visible interactions with our social media accounts, such as on LinkedIn, and use the information about these interactions to enrich our CRM data to better target communications about relevant products and services to the customer representative.
Personal Data Categories	Name Work title Engagement metrics such as likes and comments
Personal Data Sources	Publicly available data collected from social media platforms and stored data in our CRM system
Legal Ground	Legitimate interest of (MDIPL /ASSA ABLOY) or consent to marketing
Retention	Until the customer prospect asks not to be contacted or 25 months after the personal data was collected
Transfers	Social media management platforms, CRM system providers and marketing automation platform providers

Potential Supplier Representative

Purpose	The purpose of the processing is to assess and qualify suppliers, to communicate with supplier representatives during sourcing, auditing, and qualification steps
Personal Data Categories	Name Work title Work email address Work phone number Name of the supplier legal entity Business address
Personal Data Sources	Collected from the supplier representative directly or the supplier organization
Legal Ground	Legitimate interest of (MDIPL /ASSA ABLOY) and legal obligation in some cases
Retention	25 months after the end of the sourcing or qualification process for suppliers who are not assigned by (MDIPL /ASSA ABLOY). If the supplier is assigned by (MDIPL /ASSA ABLOY), the personal data will be kept in accordance with the retention period for supplier representative.
Transfers	ERP system provider

Supplier Representative contact details

Purpose	We collect and store supplier representative contact details to be able to communicate with the supplier and ensure we can fulfil our agreement with the supplier.
Personal Data Categories	Name Work email address Work phone number Work title Name of the supplier legal entity
Personal Data Sources	Collected from the supplier representative directly or the supplier organization
Legal Ground	Legitimate interest of (MDIPL /ASSA ABLOY) and legal obligation in some cases
Retention	For the duration of the agreement with the supplier or until required by law such as bookkeeping for 7 years
Transfers	ERP system provider and email service provider

Customer, Supplier and Partner sanction screening

Purpose	Prior to entering into a business relationship with a Supplier, we are in some cases obligated to conducted screenings of certain individuals associated with the supplier for export control and sanctions purposes. We may also conduct additional screenings during our business relationship.
Personal Data Categories	Name Work/Private email address Work/Private postal address Work/Private phone number Work title Gender Citizenship Country of residence Place of birth Date of birth Photographs and profession
Personal Data Sources	The personal data will be obtained from the supplier, search engines such as Google, governmental authorities and the database like Dow Jones and Credit Safe etc.
Legal Ground	Legal obligation
Retention	(MDIPL /ASSA ABLOY) will store the personal data as long as it is necessary to fulfil the applicable legal obligations. This means that (MDIPL /ASSA ABLOY) will delete your personal data when such data is no longer necessary to ensure compliance with applicable export control and sanctions laws, and no other regulatory requirement to retain the data applies.
Transfers	Sanction screening service providers

How to Contact Us

If you have any questions or complaints, please contact The [Chief Privacy Officer](#) at:

babita.rawat@assaabloy.com

M/s Metaflex Doors India Pvt. Ltd.
 8A Udyog Vihar, Part I&II
 Greater Noida, UP 201306, India