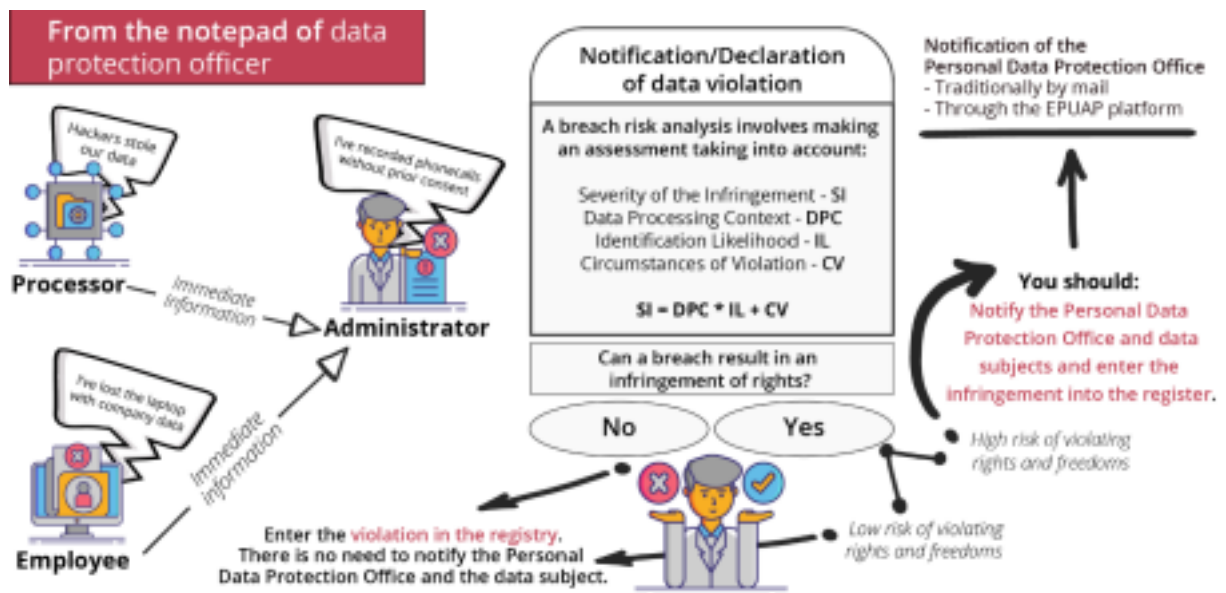


**WARNING!** In case of data protection incident, seek help from the DPA and report the incident / violation yourself. You will not incur any consequences, and we will be able to avoid e.g. data leakage or identity theft of the client / employee.

### Examples of Incidents / Violations:

1. Losing your phone / computer with company data.
2. Sending an email to many without hiding it in form of BCC.
3. Clicking on an unidentified link which may result in getting hacked and breaking into the company's customer / employee database.
4. Accidentally sending personal data of a customer / other employees to the wrong department of the company or bystanders.
5. ...and many others...



The employee **IMMEDIATELY**, and the DPA together with the Management **Board has only 72 hours for decisions and reactions**. If we inform the Personal Data Protection Office in time, we will not receive a penalty.

### The Legal Department is here to support you!

Let's be in constant contact, if you have questions / doubts or if you know about an incident or a personal data breach, write to [gdpr-uk@seargin.com](mailto:gdpr-uk@seargin.com).

Mark **Urgent** in the subject line.