

## **PRIVACY NOTICE - VARIOUS BUSINESS OPERATIONS**

### **Novo Holdings A/S**

This Privacy Notice explains how Novo Holdings A/S ("We", "Us") processes your personal information in connection with various business operations.

#### **1) DATA CONTROLLER**

The entity responsible for the processing of your personal information is:

Novo Holdings A/S

Tuborg Havnevej 19

2900 Hellerup

Denmark

CVR: 24257630

E-mail: [personaldatanh@novo.dk](mailto:personaldatanh@novo.dk)

Telephone: 35276500

**2) DESCRIPTION OF THE PROCESSING**

Purpose	Categories of personal data	Source of the personal data	Legal basis for the processing	Recipients	Data retention
<p>Purpose #1</p> <p><u>Communicating with you:</u>                      Personal data is used in order to contact you concerning possible positions at the boards and managements of our current or potential investments.</p>	<p>We may process the following categories of personal data about:</p> <p>Ordinary personal data:</p> <ul style="list-style-type: none"> <li>a) Identification details, such as name, surname, maiden name;</li> <li>b) Contact details such as work address, telephone and e-mail address;</li> <li>c) Professional details such as job titles, job function, name of legal entity represented by third party, e.g. employer, company/group of companies;</li> </ul>	<p>We may collect your personal data from the following source(s):</p> <ul style="list-style-type: none"> <li>• Directly from you</li> <li>• Your current or previous employer(s);</li> <li>• Online sources, e.g. social media that are publicly available;</li> <li>• Through our network</li> </ul>	<p>We may process your personal data on the following legal bases:</p> <ul style="list-style-type: none"> <li>• Article 6.1.f (processing is necessary for the purposes of the legitimate interests pursued by Us)</li> </ul> <p>We have a significant interest in ensuring that the companies in which we invest or may decide to invest have the right people in key positions and that we have the right people represented at the board of directors with the companies in which we invest.</p>	<p>We share your personal information with:</p> <ul style="list-style-type: none"> <li>• Group entities;</li> <li>• Suppliers and vendors that We work with to assist our company (e.g. technical support, and financial institutions);</li> </ul>	<p>Generally, we will retain personal data processed for this purpose for up to 5 years after our last interaction with you in order to be able to find the best possible key personnel for our investments, but there may be situations where we have a legitimate interest in retaining the information for a shorter or longer period of time</p>

			Also, we have a significant interest in ensuring our compliance with certain contractual obligations.		
<p>Purpose #2</p> <p><u>Legal obligation:</u> Compliance with relevant legislation, including book keeping legislation.</p>	<p>We may process the following categories of personal data about:</p> <p>Ordinary personal data:</p> <ul style="list-style-type: none"> <li>Information forming part of bookkeeping material</li> </ul>	<p>We may collect your personal data from the following source(s):</p> <ul style="list-style-type: none"> <li>Yourself</li> <li>Online sources, e.g. social media that are publicly available;</li> <li>Public authorities;</li> </ul>	<p>We may process your personal data on the following legal bases:</p> <ul style="list-style-type: none"> <li>Article 6.1.c (Necessary for Us to comply with a legal obligation. The legal obligations follows from the bookkeeping rules)</li> </ul>	<p>We share your personal information with:</p> <ul style="list-style-type: none"> <li>Suppliers and vendors that We work with to assist our company (e.g. technical support, and financial institutions);</li> <li>Public authorities.</li> </ul>	<p>For information forming part of bookkeeping material we will retain personal data for a minimum 5 years from the end of the year to which the transaction relates. This follows from the Danish bookkeeping legislation and the Danish law on annual accounts (in Danish: "årsregnskabsloven")</p>
<p>Purpose #3</p> <p><u>Optimizing our website</u></p>	<p>We may process the following categories of personal data about:</p> <p>Ordinary personal data:</p> <p>a) Visits to Novo Holdings A/S' websites, including the information obtained from cookies</p>	<p>We may collect your personal data from the following source(s):</p> <ul style="list-style-type: none"> <li>Yourself</li> </ul>	<p>We may process your personal data on the following legal bases:</p> <ul style="list-style-type: none"> <li>Article 6.1.f (Necessary for the pursuit of legitimate purposes of Us, namely optimizing our public communication)</li> </ul>	<p>We share your personal information with:</p> <ul style="list-style-type: none"> <li>Other companies collecting statistics from our website</li> <li>Suppliers and vendors that We work with to</li> </ul>	<p>We will retain personal data processed for this purpose for continually developing our web services and performing statistics up to 12 months from the last time you were in contact with Novo Holdings A/S - either by visiting websites or facilities or attending an event.</p>

				assist our company (e.g. technical support, and financial institutions);	
<p>Purpose #4</p> <p><u>External work force:</u> E.g. hiring and administering consultants and other company related work.</p>	<p>We may process the following categories of personal data:</p> <p>Ordinary personal data:</p> <p>a) Identification details, such as name, surname, maiden name;</p> <p>b) Contact details such as work address, telephone and e-mail address;</p> <p>c) Professional details such as job titles, job function, name of legal entity represented by third party, e.g. employer, company/group of companies;</p> <p>d) Bank account information</p> <p>e) Information related to key employees in companies in which Novo Holdings A/S has made investments.</p>	<p>We may collect your personal data from the following source(s):</p> <ul style="list-style-type: none"> <li>• Yourself</li> <li>• A previous or current employer;</li> <li>• Online sources, e.g. social media that are publicly available;</li> </ul>	<p>We may process your personal data on the following legal bases:</p> <ul style="list-style-type: none"> <li>• Article 6.1.b (Necessary for the performance of the contract between you and Us)</li> <li>• Article 6.1.f (Necessary for the pursuit of legitimate purposes of Us, namely managing our use of consultants etc.)</li> </ul>	<p>We share your personal information with:</p> <ul style="list-style-type: none"> <li>• Suppliers and vendors that We work with to assist our company (e.g. technical support, and financial institutions);</li> <li>• Group entities;</li> </ul>	<p>We will retain personal data processed for this purpose for up to 5 years after termination of contract.</p> <p>For information related to key employees, we will retain personal information throughout the period of employment of the person or the investment (whatever ends first) and up to 5 years thereafter.</p>

<p>Purpose #5 <u>External work force</u>: E.g. administration of board members at Novo Holdings A/S</p>	<p>We may process the following categories of personal data:</p> <p>Ordinary personal data:</p> <ul style="list-style-type: none"> <li>a) Identification details, such as name, surname, maiden name;</li> <li>b) Contact details such as work address, telephone and e-mail address;</li> <li>c) Professional details such as job titles, job function, name;</li> <li>d) Bank account information;</li> <li>e) Board meeting protocols and CVs of potential board members.</li> </ul>	<p>We may collect your personal data from the following source(s):</p> <ul style="list-style-type: none"> <li>• Yourself</li> <li>• A previous or current employer;</li> <li>• Online sources, e.g. social media that are publicly available;</li> </ul>	<p>We may process your personal data on the following legal bases:</p> <ul style="list-style-type: none"> <li>• Article 6.1.b (Necessary for the performance of the contract between you and Us)</li> </ul>	<p>We share your personal information with:</p> <ul style="list-style-type: none"> <li>• Suppliers and vendors that We work with to assist our company (e.g. technical support, and financial institutions);</li> <li>• Group entities;</li> </ul>	<p>We will retain personal data processed for this purpose indefinite, however CVs up to 6 months. There are no specific retention rules in regards to board meeting protocols. As it is important to document the board meetings in a historic and continuous way the protocols can be stored indefinitely. CVs for potential board members (who are not elected to the board) will be deleted after 6 months in accordance with the general rules for applications.</p>
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### 3) TRANSFERS TO COUNTRIES OUTSIDE THE EEA

In some cases, We will be transferring personal data to countries outside the EEA. The countries may not have been deemed by the Commission of the European Union to have an adequate level of protection of personal data, in which case We will ensure a legal basis for the transfer, e.g. by providing appropriate safeguards for the transfer through the use of "Model Contracts for the Transfer of Personal Data to Third Countries", as published by the Commission of the European Union. You may obtain a copy of the means to provide appropriate safeguards by contacting Us at [personaldata@novo.dk](mailto:personaldata@novo.dk)

### 4) YOUR RIGHTS

You have the following rights:

- You have the right to request access to and rectification or erasure of your personal data.

EFFECTIVE AS OF 25 MAY 2018

- You also have the right to object to the processing of your personal data and have the processing of your personal data restricted.
- In particular, you have an unconditional right to object to the processing of your personal data for direct marketing purposes.
- If processing of your personal information is based on your consent, you have the right to withdraw your consent at any time. Your withdrawal will not affect the lawfulness of the processing carried out before you withdrew your consent. You may withdraw your consent by contacting us at [personaldataanh@novo.dk](mailto:personaldataanh@novo.dk).
- You have the right to receive your personal information in a structured, commonly used and machine-readable format (data portability).
- You may always lodge a complaint with a data protection supervisory authority, e.g. The Danish Data Protection Agency.

There may be conditions or limitations on these rights. It is therefore not certain for example you have the right of data portability in the specific case - this depends on the specific circumstances of the processing activity.

You can take steps to exercise your rights by contacting us on the e-mail mentioned above.