

**PERSONAL DATA AND SENSITIVE/SPECIAL CATEGORIES PERSONAL DATA
PROTECTION NOTICE FOR EMPLOYEES AND ANY EXISTING DEPENDENTS REGARDING
PARTICIPATION AND ADMINISTRATION OF THEIR GROUP INSURANCE POLICY**

Our company “AON GREECE Single Member S.A. Insurance and Reinsurance Brokers” trading as “AON GREECE S.A.” with registered office in Chalandri, Attica, Greece (Tzavella 1-3 & Eth. Antistaseos), VAT No. 099368237 – Tax Office FAE Athinon, tel. +30 2130177100 (hereinafter “the Company”), is an insurance intermediary – (re)insurance Broker (Registered with Athens Professional Chamber no. 301837 – special registry no. 27) and in its capacity as Controller regarding the processing of your and any existing dependents’ personal data, informs you as follows:

Purposes for which your personal data are processed

Our Company provides insurance brokerage services under a contract concluded with your employer as regards the latter’s employee benefit scheme and in particular the group insurance policy(ies), that your employer has entered in with a well-renowned insurance(s) company(ies) offering coverage of certain perils (Life-Health and/or Pension) for your own benefit. In this framework our Company processes your and any existing dependents’ personal data so as to: **i)** perform our insurance brokerage services under the contract concluded with your employer such as providing consultancy, proposing or carrying out other work preparatory to the conclusion and/or renewal of the group insurance policy(ies) and assist you in the administration and performance of this(ese) group insurance policy(ies), in particular in the event of a claim, as the above services are specified in the contract between our Company and your employer and in accordance with the relevant legislation (Law no. 4583/2018), **ii)** manage all rights and obligations emanating from the contract between our Company and your employer for the provision of insurance brokerage services in relation to your group insurance and **iii)** comply with our obligations under the legislation for the prevention and suppression of money laundering (Law no. 4557/2018) as well as with the legal and regulatory framework applicable from time to time.

Refusal of providing us with your personal data

In the event you refuse to provide us with your and any existing dependents’ personal data and/or information necessary for the fulfilment of the above mentioned purposes of providing insurance brokerage services, our Company will not be able to offer you its services.

Categories of personal data that may be processed

Under the contract concluded between our Company and your employer and depending on the type of the group insurance offered to you (Life-Health and/or Pension), our Company may process the following personal data, including sensitive/special categories personal data (e.g. health data), both of you and any existing dependents: **i)** Identification data (e.g. name, surname, Vat no, ID no), **ii)** Contact data (e.g. telephone number, address, email), **iii)** Data necessary for analyzing your employer’s insurance needs regarding the group insurance offered to you as well as for your participation and/or exit from the group policy (e.g. employment data and, if needed, health data of you and any existing dependents), **iv)** Claims data and data necessary for the administration of such claims (e.g. medical exams, medical reports, services rendered receipt), **v)** Data of payment in the event of insurance indemnification (e.g. bank account no).

Our Company collects the above mentioned personal data, in hard copy and/or digital form, either directly from you or via your employer at the time you file the form for your participation in group insurance and afterwards during the administration and performance of the relevant

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group policy(ies). If your employer provides our Company with your and any existing dependents' personal data, prior to that disclosure to us it has explicitly stated and acknowledged that you have been informed relatively and has obtained your consent for that disclosure.

Legal basis for the processing of our personal data

Legal basis for the processing of your personal data is: **i)** our Company's and your employer's legitimate interests for the performance of the contract we have concluded for the provision of insurance brokerage services so as for group insurance to be offered for your own benefit, after having considered your interests and your fundamental rights and freedoms, **ii)** our Company's compliance with its legal obligations and **iii)** in the event that processing of your sensitive/special categories personal data (e.g. health data) is necessary, your explicit and unambiguous consent, which you shall provide us with by signing a special written declaration. You have the right to withdraw your consent at any time. However, the withdrawal of your consent will result in our Company's inability to offer insurance brokerage services both to you and your employer regarding the group insurance policy(ies). In any case, withdrawal of your consent shall not affect the lawfulness of processing based on your consent before its withdrawal. It is noted that in the event you provide us with personal data of other individuals (e.g. spouse), you clearly state and acknowledge that you have informed such individuals about the content of the present notice and have obtained their consent prior to that disclosure.

Recipients of your personal data

Strictly in order for the above mentioned purposes to be fulfilled recipients of your and any existing dependents' personal data may be: **i)** our Company's group insurance department, other competent departments of our Company during their legal function (e.g. legal department, compliance department) as well as other entities members of AON's global network, **ii)** Insurance companies lawfully operating in Greece and/or E.U. through which your employer offers you group insurance coverage, **iii)** Public authorities, prosecution and judicial authorities, independent administrative authorities (e.g. Bank of Greece), following a legally based request, provided it is absolutely necessary for the safeguarding of the legal rights and fulfillment of our Company's obligations.

Personal data transmission to non E.U. countries

In the event that recipients of your and any existing dependents' personal data are located in third countries, out of the E.U., the above personal data may be transferred only if a decision of the European Commission that such countries ensure an adequacy level of personal data protection exists or provided appropriate legal safeguards apply.

Personal Data retention period

Our Company stores your and any existing dependents' personal data for as long as the contract between your employer and our Company for the provision of brokerage services as regards your group insurance is in effect. Upon its termination or expiry, our Company will retain your and any dependents' personal data until the time limit for claims arising either from the contract between our Company and your employer or from the group insurance policy(ies), whichever is longer, and/or to comply with the legal and regulatory framework applicable from time to time. It is noted that in the event of litigation with our Company and/or any insurance company(ies) relating to the group insurance policy(ies), the data protection retention period will be extended until the issuance of an irrevocable court judgment relatively.

Your rights regarding your personal data

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You have the following rights: **i)** To know whether your personal data are being processed and if so, to obtain more information regarding their processing, **ii)** To request the rectification and/or completion of your personal data, **iii)** To request the erasure of your personal data, in particular if their processing is not necessary in relation to the purposes for which there were collected, **iv)** To request the restriction of the processing of your personal data, **v)** To refuse and/or object to any further processing of the personal data stored by our Company, **vi)** To request to receive and transmit your personal data to another controller of your preference.

Exercise of your above mentioned rights, which is free of charge in principle, is subject to the special provisions of the applicable law. So as to exercise these rights, to withdraw your consent, to ask a question and/or make a complaint regarding your personal data, please contact our Company's Data Protection Officer (D.P.O.), Mr Ioannis Papageorgiou, either by email (dpo@aon.gr) or telephone +30 2130177100.

Competent Regulatory Authority

If you think your personal data protection rights have been breached, you may appeal to Greek Personal Data Protection Authority (1-3 Kifisias Avenue, Athens, Greece – tel: +30 2106475600, www.dpa.gr)

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