

DEBENHAMS

SUPPLIER PRIVACY POLICY

This Supplier Privacy Policy explains how Debenhams will use any personal information that the Debenhams entity who placed the order to purchase goods and/or services (including our employees, contractors, secondees and agents) (“**Debenhams/We**”) collect from you as part of your supply of goods and/or services to Debenhams.

Please ensure you have read this Supplier Privacy Policy carefully, in particular the section detailing your rights as a data subject in relation to the personal information that we collect about you.

1. What information we collect about you

Personal information that we collect from you and how we collect it

- Name
- Business addresses
- Business Phone, Mobile and fax numbers
- Email addresses
- Job Title
- Your device's unique identifier, such as an IP address

We collect this personal information when you:

- Send Debenhams correspondence (emails, calls, post)
- Negotiate the pre-contract and contractual documentation for the goods and/or services
- Provide us with your employee's contact details such as account manager details, key personnel and emergency contact details
- Access our B2B Portal

Personal information that we collect from Third Parties

As part of the contract set up process we may collect further information (e.g. to verify your identity) from third parties, such as publicly available sources and credit check companies.

2. How we will use the information about you

We use your personal information in a number of different ways:

- For relationship management and file opening procedures
- For administration and management purposes
- For the purposes of facilitating the supply of goods and/or services under the contract
- To carry out assessments of your technical and organisational measures and other security measures relating to the contract
- In order to comply with our obligations under the contract with you, including billing requirements
- To conduct performance management and audits
- To deal with any end customer complaints

This personal data is processed for the purpose of the performance of the contract between us.

Personal information shared with Third Parties

We may disclose your personal information to any member of our group or worldwide affiliates.

We may disclose your personal information to third parties:

- In the event that it is necessary to disclose this to our service providers who support the operation of our business for the purpose of administering your contract
- Where this is required for health and safety reasons or as part of our HR or Insurance or site security obligations, including emergency contact details
- In order to enforce or apply our contract with you; or to protect the rights, property, or safety of Debenhams, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction, external advice (including any claims for infringement of intellectual property rights) and for product recall purposes
- Being end customers who require the information to contact you directly, either in connection with the supply of goods and/or services to Debenhams or any competitions or promotions that you participate in
- In the event that we sell or buy any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets
- If we are under a duty to disclose or share your personal data in order to comply with any legal or statutory obligation or request from a regulator or other governmental authority

3. How long we will store your information

We'll hold on to your information for as long as you supply goods and/or services to Debenhams.

In some circumstances, such as to meet our legal or regulatory obligations, resolve disputes, prevent fraud and

abuse, or enforce the terms and conditions of our contract with you, we may hold on to your personal information after you've finished providing goods and/or services to Debenhams.

4. Your rights over your information

Data subjects have many rights over their personal information and how it is used. The following rights are available to data subjects (depending on how we collected their personal data):

- Right to be informed about what we do with personal data
- Right to access personal data
- Right to correct personal data
- Right to object to, or restrict, the use of personal data (in some circumstances)
- Right to delete personal data
- Right to stop direct marketing messages
- Right to portability of personal data

To the extent you, as a data subject, wish to exercise any of these rights, please write to us at DebenhamsGDPR@Debenhams.com.

Consent

Where Debenhams is using your personal information based on your express consent to this, you have the right to withdraw your consent at any time.

To withdraw your consent please write to DebenhamsGDPR@Debenhams.com.

Complain to the Regulator

You have the right to lodge a complaint with your relevant regulatory authority. In the UK this is the Information Commissioner's Office and in the Republic of Ireland this is the Office of the Data Protection Commissioner.

5. Marketing

If you have given us your contact details, we may use these (in accordance with any preferences you have expressed) to send you marketing messages by post or email to detail Debenhams events which we think may be of interest, such as the Debenhams Charity Ball. As part of our business relationship, Debenhams considers that it has a legitimate interest to send you these messages unless you have asked for us not to do this.

You can stop receiving marketing messages from us at any time. You can do this by writing to us at DebenhamsGDPR@Debenhams.com.

6. Transferring data internationally

We may transfer your personal information to a third party data processors located in countries outside of the European Economic Area ('EEA'). Debenhams only transfers your personal information to those third parties where we can be sure that we can protect your privacy and your rights, for example the third party is located in a country which the EU has deemed to have adequate data protection laws in place, or where that third party is certified on the EU-US Privacy Shield (see <https://www.privacyshield.gov>) or where we have a contract in place with that third party which includes the European Commission's standard data protection clauses.

7. Changes to our Supplier Privacy Policy

We may change this Supplier Privacy Policy from time to time, to reflect how we are processing your personal information. If we make significant changes, we will make that clear on the Debenhams Privacy site.

8. How to contact us

Please feel free to contact us if you have any questions about our Supplier Privacy Policy or the personal data we hold about you.

You can contact us by email:

DebenhamsGDPR@Debenhams.com

Or if you prefer you can write to us at:

Debenhams Data Protection Officer

Debenhams Plc
10 Brock St,
Regents Place,
London
NW1 3FG

For supply of goods and/or services to Debenhams in the UK:

Debenhams Retail plc is a company registered in England and Wales (registration number 83395) with registered office at 10 Brock Street, Regent's Place, London, NW1 3FG.

For supply of goods and/or services to Debenhams in the

Republic of Ireland: *Debenhams Retail (Ireland) Limited is a company registered in the Republic of Ireland with registered office at Ireland Region Office, 54-62 Henry Street, Dublin 1, Ireland.*