



# Privacy Statement MN



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## 1 General

This privacy statement is from Mn Services N.V. and its subsidiaries Mn Services Vermogensbeheer B.V. and Mn Services Fondsenbeheer B.V., hereinafter collectively referred to as MN. MN is located at Prinses Beatrixlaan 15, 2595 AK in The Hague

We are a (financial) service provider and also an employer and asset manager. As a (financial) service provider, we perform (fiduciary) asset management on behalf of pension funds (hereinafter: clients). To perform these tasks, we process personal data from third parties involved in asset management. We also receive and process personal data from all MN employees in our role as an employer. Additionally, we may process personal data from (employees or ultimate beneficiaries of) third parties we engage to conduct our business operations.

Personal data refers to all information that can be traced back to a person or that can directly or indirectly identify a person.

## 2 When can we use personal data

We may use personal data when we have a specific purpose for it. It is necessary to process personal data to achieve that purpose. Additionally, there must be a legal basis to process your personal data.

Generally, we process your personal data based on a legal obligation, to perform a contract with you, or to protect our legitimate interests.

## 3 What do we use personal data for

We process personal data for the following purposes:

- To evaluate responses to job vacancies;
- To screen potential employees;
- To fulfill obligations from the employment contract between MN and the employee;
- To comply with legal obligations, such as tax legislation, sanctions legislation, or the Anti-Money Laundering and Counter-Terrorism Financing Act;
- To protect your and our interests (e.g., through camera surveillance or network traffic monitoring).

## 4 What personal data do we process

We may process the following categories of personal data:

- Name and address details;
- Contact details;
- Date of birth;
- Gender;
- Citizen Service Number (BSN);
- Income details;
- Employment details (e.g., number of working hours);
- Types of schemes employees participate in (e.g., pension, insurance, or collective labor agreement scheme);
- Financial details (e.g., IBAN);
- IP addresses;
- Passport details and passport copies;

- Disability details;
- Household composition details;
- Partner and child details.

## 5 To whom do we pass on personal data

We do not share personal data with third parties unless it is necessary to perform tasks within MN. Additionally, we may be legally required to provide personal data, for example, to the Tax Authorities, the Social Insurance Bank, the Financial Intelligence Unit, or regulators.

Generally, we process data within the European Economic Area (EEA). If your data is processed outside the EEA, this only happens if appropriate safeguards are in place to ensure that personal data is protected.

## 6 How long do we keep personal data

We do not keep personal data longer than necessary to achieve the purposes for which your data was collected. If the law requires us to keep data (longer), we will comply (e.g., tax legislation). Finally, we may also keep data longer for archiving purposes. In that case, we take appropriate technical and organizational measures to protect your privacy.

- Personal data used to perform the employment contract with our employees is deleted 2 years after termination of employment.
- Application data is deleted after 4 weeks or after 1 year if permission has been given.
- Data processed during camera surveillance is kept for 4 weeks.
- Data processed for network traffic monitoring is kept for a maximum of 4 days.
- UBO data is kept for at least five years after the end of the relationship.

## 7 Your rights

Under the GDPR, you have various rights when we process your personal data. You always have the right to access the data we process about you. If this data is incorrect, you have the right to have it corrected. Additionally, you have the right to request the deletion of your data if you believe we should no longer process it. If we process your data for our legitimate interests and you do not want this, you have the right to object. Furthermore, you can request the transfer of your personal data to another party and request the restriction of the processing of your personal data. If you wish to exercise any of these rights, we will respond to your request within a month.

If you believe we are not handling your data carefully, you have the right to file a complaint. If this complaint is not handled properly, you can file a complaint with the Dutch Data Protection Authority.

## 8 Security of personal data

We handle data with the utmost care. This means that we are committed to securing personal data at an adequate and appropriate level through technical and organizational measures. Personal data we process is only accessible to our employees for whom access is necessary for their role. Our employees have also signed a confidentiality agreement and are periodically trained and tested on the proper handling of personal data.

## 9 Data Protection Officer (DPO)

We have appointed a Data Protection Officer who oversees compliance with privacy legislation by MN. You can always contact MN's Data Protection Officer if you have questions, comments, or complaints about MN's use of your personal data.

You can contact the Data Protection Officer via:

Mn Services N.V. Attn: Data Protection Officer

P.O. Box 30025

2500 GA The Hague

Email: [privacy@mn.nl](mailto:privacy@mn.nl)

## 10 Cookies

We use functional and analytical cookies on our website. We do not use tracking cookies that process personal data. A cookie is a piece of text placed on your computer, tablet, or mobile phone when you visit the website.

Functional cookies are technically necessary for the website to function as well as possible. You do not need to give permission for these cookies.

Analytical cookies allow us to track information about website visits. This helps us improve the website's user-friendliness. These cookies do not process personal data, so you do not need to give permission for these cookies.

## 11 Version

This privacy statement was last modified on 01-03-2025