

## Hy-Hybrid Energy Privacy Policy

*This privacy policy was last updated 09<sup>th</sup> Nov, 2024*

Hy-Hybrid Energy (the "Site") is owned and operated by the Hy-Hybrid Energy Limited, a Scottish Company, company number SC586814, registered in Scotland.

### Our contact details

Name: Hy-Hybrid Energy

Address: 69 Kyle Wynd, G77 5XJ, UK

E-mail: [info@hy-hybrid.com](mailto:info@hy-hybrid.com)

### Purpose

The purpose of this privacy policy (this "Privacy Policy") is to inform users of our Site of the following:

- The personal data we will collect;
- Use of collected data;
- Who has access to the data collected;
- The rights of Site users; and
- The Site's cookie policy.

This Privacy Policy applies in addition to the terms and conditions of our Site.

### The type of personal information we collect, How we collect it and the purpose of collection

The table below explains the type of information we currently collect, the source of information and the purpose of collection.

We will only share or disclose your information as set out in this Privacy Statement or in accordance with data protection law and will obtain your consent where we are required to do so.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- (a) Your consent. You are able to remove your consent at any time. You can do this by contacting [info@hy-hybrid.com](mailto:info@hy-hybrid.com)
- (b) We have a contractual obligation.
- (c) We have a legal obligation.
- (d) We have a vital interest.
- (e) We need it to perform a public task.
- (f) We have a legitimate interest.

<b>Where we get your information from and why we collect it</b>	<b>Information we collect</b>	<b>Lawful Basis</b>
Website: Event invites	Name, company, email address, position, phone, country inclusion in delegate list	Your consent
Website: To administer	Website browsing information, including internet (IP)	Your

our website and deliver relevant website content to you by using data analytics helping to improve our websites, products/services, customer relationships and experiences	protocol address, cookie ID, browser type and version, time zone setting and location, browser plug-in types and versions, operating system and platform and other technology on the devices you use to access this website	consent
Website: Contact Us form	Name, email address, message	Your consent
Interactions/relationships with stakeholders: We may collect and use personal information about individuals who have an interest in our business or the hydrogen industry	The information we may collect includes name, address, contact details, details of interactions with you and any enquiries, opinions or complaints you may have made or expressed about us, the hydrogen industry or policies or projects which concern us or in which we are involved.	Your consent
To create and distribute delegate lists and name badges: to facilitate networking at our events	Name, organisation	Your consent

## Cookie Policy

Cookies are tiny files we place on your device when you use our website or app. We use cookies to help provide the best possible browsing experience for you, to analyse how users interact with our website, etc. You can choose to be notified each time a cookie is transmitted. You can also choose to disable cookies entirely in your internet browser.

## How we store your personal information

All data is only accessible to our employees. Our employees are bound by strict confidentiality agreements and a breach of this agreement would result in the employee's termination.

We will not pass your personal information to any other organisation for use for its own marketing purposes.

While we take all reasonable precautions to ensure that user data is secure and that users are protected, there always remains the risk of harm. The Internet can be insecure at times and therefore we are unable to guarantee the security of user data beyond what is reasonable practical.

We will only use third parties to process your personal information where we are satisfied that they comply with these standards and can keep your personal information secure. These third parties include:

- Email marketing systems
- Customer Relationship Management Systems

We keep personal data for 10 years. We will then dispose your information by deleting it from all our systems.

### **Your data protection rights**

Under data protection law, you have rights including:

- Your right of access - You have the right to ask us for copies of your personal information.
- Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.
- Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

- Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [info@hy-hybrid.com](mailto:info@hy-hybrid.com) if you wish to make a request.

### **How to Access, Modify, Delete, or Challenge the Data Collected**

If you would like to know if we have collected your personal data, how we have used your personal data, if we have disclosed your personal data and to who we disclosed your personal data, if you would like your data to be deleted or modified in any way, please contact us at [info@hy-hybrid.com](mailto:info@hy-hybrid.com)

### **How to Opt-Out of Data Collection, Use or Disclosure**

In addition to the method(s) described above, we provide the following specific opt-out methods for the forms of collection, use, or disclosure of your personal data i.e. You can opt-out by clicking "unsubscribe" on the bottom of any marketing email or contacting [info@hy-hybrid.com](mailto:info@hy-hybrid.com)

### **Modifications**

This Privacy Policy may be amended from time to time in order to maintain compliance with the law and to reflect any changes to our data collection process. When we amend this Privacy Policy we will update the "Effective Date" at the top of this Privacy Policy. If necessary, we may notify users by email of changes to this Privacy Policy.

### **How to complain**

If you have any concerns about our use of your personal information, you can make a complaint to us at [info@hy-hybrid.com](mailto:info@hy-hybrid.com)