

May 18, 2018

PRIVACY TERMS

PRIVACY POLICY

Last update: 18-05-2018

Iberdrola is committed to protecting your privacy and guarantees compliance with the legislation on the protection of personal data and, in particular, that your personal information will be processed: in a lawful, loyal and transparent manner; in accordance with specific explicit and legitimate purposes; only if it is adequate, relevant and limited to what is necessary in relation to the processing; accurate and up to date; in such a way as to allow identification of the data subject only for the time necessary for the purposes of processing; guaranteeing their security.

In accordance with the provisions of current legislation on the protection of personal data, specifically the General Data Protection Regulation ("**GDPR**"), we inform you about the processing¹ of the personal data provided during your contractual relationship with any Iberdrola Group companies and after it has ended.

You should read this notice, and any updates to it, in order to know the purpose of the processing of your personal data and the circumstances thereof.

In the event that, as a result of the employment relationship, you provide us with third party data, for example, contact data of your employees, you must, prior to its communication, inform and obtain the consent of that third party before providing us with personal data.

Who is responsible for the processing of your personal data?

IBERDROLA, S.A.
Plaza Euskadi 5, Bilbao
Data Protection Officer: dpo@iberdrola.com.

The data controller is also the company or companies of the Iberdrola Group with which you have a contractual relationship and whose identification appears in the contractual documentation.

What personal data do we collect and process from you?

We inform you that the data you provide us will be processed with the exclusive purpose inform below.

The personal data that we may process from you are the following:

- General information such as name, address, contact details, phone numbers.
- Personal characteristics data: Marital status, family data, date and place of birth, age, sex, nationality, languages.
- Academic and professional data: Professional activity. Training, qualifications, professional experience, membership in professional associations or associations, profession, job position.

¹ Any operation or set of operations carried out on personal data, whether automated or not, such as the collection, recording, organization, structuring, storage, adaptation or modification, extraction, consultation, use, communication by transmission, dissemination or any other form of access, checking or interconnection, limitation, deletion or destruction.



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- Economic, financial and insurance data: bank details for transfers and payments.
 - Business data: services provided

Iberdrola may request that you provide the original documentation and that you provide a copy of it, as evidence to support the information you have provided.

How do we collect your personal data?

You provide us with your personal data through the information you provide us during the process of registering the supplier and, where appropriate, through the contractual process, and during the contractual relationship.

If you do not provide us with your requested personal information, we may not be able to register you as a supplier, comply with the contractual relationship, comply with our legal obligations or manage our activities.

We ask you to update your personal data as it changes, and always provide truthful information, as we must have your current information.

For what purposes do we process your data?

The information you provide us with will be treated in accordance with the following purposes:

- a) Maintenance, development and control, in all its aspects, of the contractual relationship
- b) Internal management of suppliers
- c) Preparation of surveys and statistics and internal reports.
- d) Sending communications related to sustainability, ethics and compliance
- e) Collection and payment management
- f) Administrative management
- g) Management of the coordination of business activities and prevention of occupational hazards of contractors and safety and health.
- h) Sending tax information
- i) Management of administrative and judicial procedures and actions with public bodies related to this matter.
- j) Manage complaints and inquiries in the provider's ethical channel
- k) Control of access to facilities and other security activities
- l) Invitation to information sessions and awards from the provider.
- m) Inclusion of your data in a file of potential suppliers for future hiring processes of the Iberdrola Group companies.

What is the legitimacy for the processing of your data?

The legal basis for the processing of your data for the purposes indicated in sections a), b), c), d), e), f), g) and l) above is the execution of the contractual relationship.

The legal basis for the processing of data for the purposes indicated in sections h) and i) is to comply with the obligations stipulated by applicable laws and regulation.

The legal basis for the processing of data for the purposes indicated in sections j) and k) is the legitimate interest of the company that hired you. Such processing is carried out with respect



to your right to the protection of your personal data, to your honor and to your personal and family privacy.

The legal basis for the processing of the data for the purposes indicated in section m) is your consent granted by marking the corresponding box.

How long do we keep your data?

The personal data provided will be kept for the period of time necessary to comply with the purpose for which they were collected, and in any case until the end of the contractual relationship and once the statute of limitations for any legal actions involved has expired. In the event that you consent the incorporation of your data in the file of potential suppliers, these will be kept until you express otherwise.

However, the personal data provided may be kept duly blocked for as long as required by the applicable regulations.

To whom will your information be communicated?

Your data will be communicated to third parties when necessary for the execution of the legal obligations and to official bodies in compliance with legal obligations.

Your data will also be accessible by external service providers linked to the contractual relationship such as information services on asset and credit solvency or on credit risk, billing and payment services, accounts payable administration, consulting services and report preparation, reporting, computer services, training, surveillance and security, with which we have subscribed the legally required contracts under which they guarantee the fulfillment of their obligations as data controller.

Your data may be provided to Iberdrola Group companies interested in your recruitment. Such companies of the Iberdrola Group are those listed on the corporate website: https://www.iberdrola.com/wcorp/gc/prod/es_ES/corporativos/docs/jga18_IA_CuentasAnualesConsolidadas2017.pdf

In the case of communications of your personal data to companies of the Iberdrola Group located outside the European Union, there will be an international transfer of the data to a third country, which implies certain risks for your privacy due to the absence of an adaptation decision and adequate guarantees.

What are your rights?

You have the right of access to the personal data being processed, as well as the right to request the rectification of inaccurate data or, where appropriate, to request their erasure when the data are no longer necessary for the purposes for which they were collected, as well as the right to object and restrict the processing and the data portability. If your consent was obtained, you have the right to revoke it at any time.

You may submit their requests to exercise their rights free of charges (including a copy of your national identity card or equivalent document) through the following channels:



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- In writing to the postal address: Dirección de Administración, Plaza Euskadi 5, 48009 Bilbao.
 - By e-mail: Gestionterceros@iberdrola.es

In the event that you have not obtained satisfaction in the exercise of your rights, you may file a complaint with the Spanish Data Protection Agency or equivalent control authority.

More Information

We have implemented the necessary technical measures to protect your data and information from accidental loss, unauthorized access, use and disclosure. However, despite the diligent implementation of such measures, the user should be aware that security measures are not indefeasible. Iberdrola is not responsible for the actions of third parties who, in violation of these measures, access the aforementioned data and information.

We have established procedures for any data security incident.

