

戴姆勒卡客车（中国）有限公司

合作方代表个人信息保护声明

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戴姆勒卡客车（中国）有限公司（以下简称“我们”）在处理个人信息的过程中重视保护隐私安全。我们将按照相关适用法律法规的要求对个人信息进行保密处理。我们希望通过合作方代表个人信息保护声明（以下简称“本声明”）向合作方代表（以下简称“您”）清晰地介绍我们如何处理您的个人信息的方式，以便您更加直观、简明地了解我们如何收集、使用以及保护个人信息。因此我们建议您完整地阅读本声明，以便做出适当选择。

除本声明外，公司部分的系统、应用程序和流程等可能还包含单独的个人信息保护声明或相关告知，这些声明提供了有关特定场景收集个人信息以及如何存储、使用和转移这些个人信息的更多详细信息，这些声明及告知等构成本声明的一部分，并与本声明具有同等效力。

1. 我们如何收集和使用您的个人信息
2. 我们如何共享、转让、披露您的个人信息
3. 您个人信息的跨境传输
4. 我们如何保护您的个人信息
5. 我们如何存储您的个人信息
6. 您的权利
7. 本声明如何更新
8. 我们的联系方式

1. 我们如何收集和使用您的个人信息

就本声明而言，“个人信息”是指以电子或者其他方式记录的与已识别或者可识别的自然人有关的各种信息，不包括匿名化处理后的信息。“处理”是指以任何方式使用个人信息，包括个人信息的收集、存储、使用、加工、传输、提供、公开、删除等。

公司在与合作方进行商务往来或试图与合作方进行商务往来的过程中，将会处理合作方或潜在合作方的经理、顾问、员工、中介或其他代表等（即合作方代表）的个人信息。如果您目前或曾经受雇于或者服务于任何一家公司的合作方或潜在合作方，则我们可能会处理有关您的个人信息。

我们会处理您向我们主动提供、通过系统收集及由公司合作方或潜在合作方向我们提供的关于您的如下信息：姓名、昵称、别名、性别、生日、出生地（城市）、国籍、历史国籍（如有）、公司职衔、职责、固定号码、手机号码、传真号码、邮箱、公司地址。

我们将出于如下适用的目的使用您的个人信息：

- a. 开展销售和采购业务，实现合作方关系管理；
- b. 全球合作方统一管理和商业合规审查实践要求；
- c. 集团统一使用管理系统服务商，系统服务商提供系统服务和运维

您知悉，由合作方或潜在合作方向我们提供的关于合作方代表的个人信息，由该合作方负责向您告知个人信息收集、使用的目的、方式和范围，如您对相关内容有疑问或主张相关的个人信息权益，您知悉并理解您可以联系相关合作方。根据合作方的陈述和保证，其向我们提供您的上述个人信息之前，将事先获得您的单独同意，法律法规另有规定的除外，并且已经充分告知您收集、使用您的个人信息的目的、范围、使用方式。如您无法确认上述内容，我们建议您立即与相关合作方就前述事项进行确认。同时您也可以通过本声明提供的联系方式与我们联系，我们将在我们的能力范围内配合您处理相关事宜。

2. 我们如何共享、转让、披露、委托处理您的个人信息

我们对您的个人信息承担保密义务。除下列情况外，我们不会与任何第三方共享您的个人信息：

- a. 事先获得个人信息主体的单独同意或授权。
- b. 根据法律法规的规定或行政或司法机构的要求。
- c. 在符合法律法规的前提下，向公司的关联公司及合作伙伴共享您的个人信息。

对我们与之共享、提供、委托处理个人信息的组织及个人，我们会与其签署严格的保密协议或条款，约定处理的目的、期限、处理方式、个人信息的种类，要求他们按照我们的

要求、本声明以及其他任何相关的公司保密和安全措施来处理个人信息。在敏感个人信息的使用上，我们要求第三方采用数据脱敏和加密技术，从而更好地保护您的个人信息。

3. 您个人信息的跨境传输

由于公司是一家全球性的公司，为了实现前述目的，我们所收集的您的个人信息可能会在多个国家或地区间进行跨境转移，例如德国、爱尔兰。

当我们将您的个人信息从中华人民共和国境内转移至其他国家或地区时，我们将严格遵守中国法律法规的规定并采取一系列合理措施确保境外接收方处理您的个人信息的活动达到中国法律法规所规定的保护标准。我们将在征得您单独同意或具备其他合法依据的前提下将您的个人信息进行跨境转移，并依法对个人信息出境进行安全评估以充分防控风险，保障您的个人信息安全。

具体而言，根据本声明项下所述目的，个人信息跨境传输的具体情况如下：

境外接收方及联系方式	接收方数据中心所在国家/地区	传输目的	传输的个人信息种类
戴姆勒卡车股份公司 Daimler Truck AG dataprivacy@daimlertruck.com	德国	开展销售和采购业务，实现合作方关系管理；	合作方代表基本信息：姓名、手机号码、邮箱、公司地址
	爱尔兰	全球合作方统一管理和商业合规审查实践要求； 集团统一使用管理系统服务商，系统服务商提供系统服务和运维。	

您可通过上述联系方式依法向境外接收方行使您在个人信息处理活动中的权利。您可通过本声明“联系我们”中的联系方式与我们联络以获取境外数据接收方清单以及保障数据传输保护水平的特别商定的条款副本。

4. 我们如何存储您的个人信息

原则上，我们将仅在为实现前述适用目的必要的范围内以及法律法规要求的时间范围内保留您的个人信息。

在完成与个人信息处理目的有关的所有工作后，我们会删除您的个人信息，但为了行使和维护我们的权利而必须进一步存储和处理的数据除外，例如我们将按照法律法规规定的最长期限存储您的相关个人信息，以防止法律风险、应对可能的监管、刑事或民事诉讼等。

我们的员工和我们的服务提供商有义务对我们的交易进行保密，并遵守适用的数据保护法规。所有这些被允许接触数据的人都必须保持秘密性。

我们采取所有必要的技术和组织措施，以保证适当的安全水平，并保护由我们管理的您的数据，特别是防止非故意或非法的破坏、操纵、丢失、改变或未经授权的披露或未经授权的访问的风险。我们的安全措施将根据技术发展定期进行改进。

5. 您的权利

针对您的个人信息，除法律法规另有规定外，您享有如下权利：

- a. 您对您的个人信息的处理享有知情权、决定权；
- b. 您有权限制或者拒绝我们对您的个人信息进行处理；
- c. 您有权查阅、复制您的个人信息；
- d. 若您发现您的个人信息不准确或者不完整的，您有权请求我们进行更正、补充；
- e. 基于您同意而进行的个人信息处理活动，您有权撤回同意。您撤回同意的，将会影响我们对您所提交的合规报告事件的正常处理、跟踪及管理，撤回同意不影响撤回前基于您同意已进行的个人信息处理活动的效力；
- f. 您有权要求我们对相关个人信息处理规则进行解释说明；

- g. 您有权在特定情况下要求我们删除您的个人信息或行使适用法律法规规定的其他权利；
- h. 您有权针对公司处理您的个人信息，向履行个人信息保护职责的部门投诉或依法向人民法院提起诉讼。

您可通过本声明“联系我们”中规定的联系方式向我们提交您的权利请求。

6. 本声明如何更新

我们保留对我们的安全和数据保护措施进行变更的权利。在这种情况下，我们也会相应调整我们的个人信息保护声明。据此，请您留意我们最新版本的个人信息保护声明。

7. 联系我们

如果您对您的个人信息处理有任何建议或投诉，请通过以下方式联系我们，我们将尽最大努力尽快回复您：

电子邮件：Compliance_dtc@daimlertruck.com

戴姆勒卡客车（中国）有限公司合作方联系人个人信息跨境传输声明

☐本人在此确认：同意 戴姆勒卡客车（中国）有限公司合作方联系人个人信息保护声明。

☐本人在此确认：同意 戴姆勒卡客车（中国）有限公司合作方联系人个人信息跨境传输声明，

即：

戴姆勒卡车是一家全球性的公司，为实现全球合作方统一管理和商业合规实践要求的必需以及相对应的戴姆勒卡车内部管理和系统操作的需要，本人的个人信息（姓名、手机号码、邮箱、公司地址）会被传输到位于德国的戴姆勒卡车股份公司 Daimler Truck AG 及其位于爱尔兰的系统服务器，按照符合戴姆勒卡客车（中国）有限公司合作方联系人个人信息保护声明的方式处理和存储。

戴姆勒卡车和戴姆勒卡客车（中国）有限公司致力于保护合作方联系人的个人信息，如有任何问题可以通过发送邮件至德国总部 dataprivacy@daimlertruck.com 和/或戴姆勒卡客车（中国）有限公司 Compliance_dtc@daimlertruck.com 进行联系以解决相关问题，实现可适用的数据保护法所规定的权利。

签名：_____

签字日期：_____

Daimler Trucks and Buses (China) Ltd.
Business Partner Personal Information Protection Statement

Last Updated: January 2024
Version Number:202401

Daimler Trucks and Buses (China) Ltd. (hereinafter referred to as the "**Company**" or "**we**") recognizes the importance of privacy and security of processing Personal Information. Personal Information will be processed confidentially in accordance with the requirements of the applicable laws and regulations. We would like to use this Business Partner Representatives Personal Information Protection Statement (hereinafter referred to as this "**Statement**") to provide business partner representatives (hereinafter referred to as "**you**") with a clear picture of how we process your Personal Information, so that you can understand more intuitively and succinctly how we collect, use and protect Personal Information. We therefore recommend that you read this Statement in its entirety so that you can make the appropriate choices.

In addition to this Statement, some of the Company's systems, applications, processes, etc. may also contain separate Personal Information Protection Statements or related notices that provide more detailed information about the collection of Personal Information in specific scenarios and how such Personal Information is stored, used, and transferred, and these Statements and notices, etc. form a part of, and have the same effect as, this Statement.

1. How we collect and use your Personal Information
2. How we share, transfer, disclose and entrust to process your Personal Information
3. How your Personal Information will be transferred globally
4. How we store your Personal Information
5. Your rights
6. How we update this Statement
7. Contact us

1. How we collect and use your Personal Information

For the purpose of this Statement, "Personal Information" refers to all kinds of information related to identified or identifiable natural persons recorded by electronic or other means, excluding the anonymized information. "Processing" means the use of Personal Information in any ways, including the collection, storage, use, processing, transmission, provision, disclosure and deletion, etc. of Personal Information.

Personal Information of managers, consultants, employees, intermediaries or other representatives of a business partner or potential business partner (i.e., business partner representatives) will be processed by the Company in the course of conducting or attempting to conduct business with the business partner. We may process Personal Information about you if you are or have been employed by or in the service of any of the Company's Business Partners or potential Business Partners.

We may process the following information about you that you voluntarily provide to us, that is collected through our systems, and that is provided to us by the Company's business partners or prospective business partners: first and last name, nickname, alias, gender, date of birth, place of birth (city), nationality, historical nationality (if any), title, function, telephone number, mobile telephone number, fax number, email address, company address.

We will use your Personal Information for the following applicable purposes:

- a. Conducting sales and procurement operations and realizing business partner relationship management.
- b. Global business partner unified management and business integrity practice requirements.
- c. Group-wide harmonization of the use of management system service providers, who provide system services and operation and maintenance.

You are aware that Personal Information provided to us by a business partner or potential business partner about the business partner's representative, such business partner is responsible for informing you of the purpose, manner and scope of the collection and use of Personal Information, and if you have any questions about the relevant content or claim the relevant rights and interests of Personal Information, you are aware and understand that you may contact the relevant business partner. According to the representations and warranties of the business partners, they will obtain your separate consent before providing us with your Personal Information as mentioned above, and have fully informed you of the purpose, scope and use of your Personal Information, unless otherwise permitted by laws and regulations. If you are unable to confirm the above, we recommend that you immediately confirm the above matters with the relevant business partners. Meanwhile, you can also contact us through the contact information provided in this Statement, and we will cooperate with you to process the relevant matters within the scope of our ability.

2. How we share, transfer, disclose and entrust to process your Personal Information

We are under an obligation to keep your Personal Information confidential. We will only share your Personal Information under the following circumstances:

- a. With your prior separate consent or authorization.
- b. In accordance with the provisions of laws and regulations or the requirements of administrative or judicial bodies.
- c. Share your Personal Information with the Company's affiliates and business partners in accordance with laws and regulations.

For entities and individuals with whom we share, provide and whom we entrust to process Personal Information, we will enter into strict confidentiality agreements or terms with them, agreeing on the purpose, time limit and method of the processing, the type of Personal Information, as well as the obligations on processing Personal Information in accordance with our requirements and this Statement and taking relevant confidentiality and security

measures. For the use of Sensitive Personal Information, we require third parties to take data desensitization and encryption technologies to better protect your Personal Information.

3. How your Personal Information will be transferred globally

As the Company is a global company, the Personal Information we collect about you may be transferred across borders between multiple countries or regions, e.g., Germany, Ireland, to fulfil the aforementioned purposes.

When we transfer your Personal Information from the People's Republic of China to other countries or regions, we will strictly comply with relevant laws and regulations and take a series of reasonable measures to ensure that the processing of your Personal Information by overseas recipients meets the same standards of protection as those set forth in Chinese laws and regulations. We will transfer your Personal Information abroad with your separate consent or on the premise of having other legitimate basis and conduct security assessment of Personal Information cross-border transfer in order to adequately prevent and control the risks and safeguard the security of your Personal Information.

Specifically, the details of Personal Information cross-border transfer in accordance with the purposes set out in this Statement are as follows:

NAME AND CONTACT INFORMATION OF THE RECIPIENTS	COUNTRY/ TERRITORY TO BE TRANSFERRED	PURPOSE OF TRANSFER	TYPE OF PERSONAL INFORMATION TO BE TRANSFERRED
Daimler Truck AG dataprivacy@daimlertruck.com	Germany	<ul style="list-style-type: none"> Conducting sales and procurement operations and realizing business partner relationship management. 	Basic information of the business partner's representatives: name, cell phone number, email address, company address
	Ireland	<ul style="list-style-type: none"> Global business partner unified management and business integrity practice requirements. Group-wide harmonization of the use of management system service providers, who provide system services and operation and maintenance. 	

You may exercise your rights in relation to the processing of Personal Information in accordance with the law by contacting the overseas recipients using the above mentioned contact details. You can obtain a list of overseas recipients and a copy of the specially agreed terms and conditions guaranteeing the level of protection of Personal Information

transfers by contacting us using the contact details in the "[Contact Us](#)" section of this Statement.

4. How we store your Personal Information

In principle, we will retain your Personal Information only to the extent necessary to fulfil the aforementioned applicable purposes and for the time period required by laws and regulations.

We will delete your Personal Information after we have completed all work related to the purposes for which Personal Information is processed, with the exception of Personal Information that must be further stored and processed in order to exercise and maintain our rights, such as we may store your relevant Personal Information in accordance with the maximum period of time required by laws and regulations in order to protect against legal risks, to respond to possible regulatory, criminal or civil proceedings etc.

Our employees and our service providers are obliged to maintain the confidentiality of our transactions and to comply with applicable data protection regulations. All such persons who are authorized to access your Personal Information must maintain confidentiality.

We take all necessary technical and organizational measures to guarantee an appropriate level of security and to protect your Personal Information managed by us, in particular against the risk of accidental or unlawful destruction, manipulation, loss, alteration or unauthorized disclosure or unauthorized access. Our security measures will be regularly improved in accordance with technological developments.

5. Your rights

With regard to your Personal Information, unless otherwise provided by laws and regulations, you have the following rights:

- a. You have the right to know and decide on the processing of your Personal Information.
- b. You have the right to restrict or refuse our processing of your Personal Information.
- c. You have the right to access and copy your Personal Information.
- d. If you find that your Personal Information is inaccurate or incomplete, you have the right to request us to correct or supplement it.
- e. You have the right to withdraw your consent to the processing of Personal Information based on your consent. If you withdraw your consent, it will affect our normal processing, tracking and management of the compliance report events submitted by you, and the withdrawal of your consent will not affect the validity of the Personal Information processing activities that have been carried out based on your consent before the withdrawal.
- f. You have the right to request us to explain the relevant Personal Information processing rules.
- g. You have the right to request us to delete your Personal Information or exercise other rights authorized by applicable laws and regulations under specific circumstances.
- h. You have the right to file a complaint against the Company's processing of your Personal Information with the authority responsible for the protection of Personal Information or file a lawsuit with the People's Court in accordance with the laws.

You can submit your rights request to us through the contact information specified in the "[Contact Us](#)" of this Statement.

6. How we update this Statement

We reserve the right to make changes to our security and data protection measures. In this case, we will also adjust our Personal Information Protection Statement accordingly. Accordingly, we would like to draw your attention to the latest version of our Personal Information Protection Statement.

7. Contact us

If you have any suggestions or complaints regarding the processing of your Personal Information, please contact us via the following methods and we will do our best to reply to you as soon as possible:

Email: Compliance_dtc@daimlertruck.com

**Daimler Trucks and Buses (China) Ltd.
Business Partner Representatives Cross-border Personal Information Transfer
Statement**

- ☐ I hereby confirm that I agree to Daimler Trucks and Buses (China) Ltd. Business Partner Representatives Personal Information Protection Statement.
- ☐ I hereby confirm that I agree to Daimler Trucks and Buses (China) Ltd. Business Partner Representatives Cross-border Personal Information Transfer Statement:

Daimler Truck is a global company, and in order to fulfil the necessity of uniform management and business compliance practice requirements of the global business partners and the corresponding internal management and system operation of Daimler Truck, my Personal Information (name, cell phone number, email address, company address) will be transferred to Daimler Truck AG in Germany and its system servers in Ireland, in accordance with the requirements for compliance with Daimler's regulations. System servers, which are processed and stored in a manner consistent with Daimler Trucks and Buses (China) Ltd. Business Partner Representatives Personal Information Protection Statement.

Daimler Truck and Daimler Trucks and Buses (China) Ltd. are committed to protecting the Personal Information of business partner representatives. Any questions can be answered by sending an email to Daimler Truck AG dataprivacy@daimlertruck.com and/or Daimler Trucks and Buses (China) Ltd. Compliance_dtc@daimlertruck.com, in order to resolve issues and realize the rights under applicable data protection laws.

Signature:_____

Date of Signature:_____