

# AL-NISR - SUPPLIER PRIVACY NOTICE

At Al-Nisr Al-Arabi Insurance Company (hereinafter referred to as "the Company," "we," "us," or "our"), we respect the privacy of individuals representing our suppliers, vendor, and service providers (hereinafter referred to as "Suppliers" in their interactions with Al-Nisr). We are also committed to ongoing compliance with Personal Data Protection Law number 24 of 2023 (hereinafter rereferred to as PDPL). In essence, this Supplier Privacy Notice explains how we collect, use, store, share, and protect Personal Data of individuals who are officers, directors, contractors, agents, or representatives of our current, prospective, and former Suppliers (hereinafter referred to as "Individuals Associated with our Suppliers") whose Personal Data has been shared with us. Personal Data is any information relating to an identified / identifiable individual, whether it relates to his or her private or professional life such as the Identification Document number, mobile number or address.

## I. WHAT INFORMATION DO WE COLLECT

We collect Personal Data that is necessary for the establishment, management, and termination of our business relationship with our Suppliers. Types of Personal Data we may collect and process on Individuals representing our suppliers include:

- Basic personal and contact information: e.g., name, ID number, email address, mobile number, signature, copy of Identification document).
- Professional Information: e.g., corporate roles and responsibilities, and
- Technical Information: e.g., login credentials, IP addresses, and activity logs where our Suppliers are required to access our systems.

## II.LEGAL BASIS FOR PROCESSING

Our legal bases for processing Personal Data of Individuals Associated with our Suppliers include:

- Entering into a contract with our Supplier or to take necessary steps before entering into such a contract including as it relates to fulfilling due diligence requirements
- Comply with a legal or regulatory obligation to which the Company is subject to, and

- Fulfil our legitimate interests or those of a related third party. Our legitimate interests include managing our Supplier relationships effectively, ensuring compliance, preventing fraud, and protecting our business. Please refer to Section III below.

### **III. HOW DO WE USE PERSONAL DATA**

We use Personal Data of Individuals Associated with our Suppliers for the following purposes:

- Supplier Relationship Management: To establish, maintain, and manage our relationship with our Suppliers including contract negotiation, performance, and termination,
- Procurement and Sourcing: To conduct sourcing from our Suppliers including payment and invoicing, issue purchase orders, and manage service delivery,
- Compliance with Legal and Regulatory Obligations: To comply with applicable laws, regulations, industry standards, and internal policies, including sanctions screening and anti-fraud measures,
- Risk Management: To assess and manage risks associated with our Supplier relationship,
- Security: To protect the security and integrity of our systems, data, and premises,
- Communication: To communicate with our Suppliers regarding our business relationship, updates, and other relevant information,
- Dispute Resolution: To resolve disputes and enforce our legal rights, and
- Internal Audit and Reporting: For internal auditing, reporting, and business analysis.

### **IV. HOW DO WE SHARE PERSONAL DATA**

We may share Personal Data of Individuals Associated with our Suppliers with:

- Arab Bank Head Office including for centralized processing and to facilitate our business operations
- Third-party service providers who perform services on our behalf, including cloud providers, and
- Regulatory and Law Enforcement Authorities, where required.

Please refer to Privacy Office at [privacy.office@al-nisr.com](mailto:privacy.office@al-nisr.com) for further details/contact details of such third parties as well as their respective Privacy Notices (where applicable).

## **V. INTERNATIONAL DATA TRANSFERS**

In accordance with the Law and applicable regulations, Personal Data of Individuals Associated with our Suppliers may be transferred to and processed by service providers located in jurisdictions outside Jordan. When we transfer Personal Data internationally, we implement appropriate safeguards to ensure Personal Data is protected. This includes via contractual clauses and other legally recognized mechanisms and safeguards that ensure data security.

## **VI. DATA SECURITY**

We implement appropriate technical and organizational measures to protect Personal Data from unauthorized access, use, disclosure, alteration, and destruction. Our measures are aligned with international best practices and standards and applicable personal data protection laws. Breaches of Personal Data of Individuals Associated with our Suppliers shall be reported to those individuals as and when required under applicable laws and regulations.

## **VII. DATA RETENTION**

We retain Personal Data for as long as necessary to fulfill the purposes for which it was collected, including for the duration of our business relationship with our Suppliers, to comply with legal and regulatory obligations, to resolve disputes, and for the establishment or defense of legal claims. In essence, our retention periods are determined based on legal, regulatory, and business requirements for insurance sector

## **VIII. DATA OWNERS' RIGHTS**

The PDPL grants individuals – as owners of their Personal Data – certain rights towards their Personal Data such as right to access data, object to processing or restrict it, right to modify or update data, and the right to erase their data as well as

the right to data portability. Al-Nisr is committed to effectively handling such requests for exercising rights in compliance with applicable regulatory requirements. To submit a request to exercise any of the applicable rights, please contact us at: [privacy.office@al-nisr.com](mailto:privacy.office@al-nisr.com). Please note that our fulfillment to requests to exercise rights may be subject to limitations in accordance with the law.

**For More Information**

Should you want to learn more about our security practices, or have any questions regarding this Notice please contact us at: [privacy.office@al-nisr.com](mailto:privacy.office@al-nisr.com)