

Mitsubishi Electric Finance Solutions

Use of personal data:

- Please see the Personal Data Protection Schedule below which sets out each company's general rights and obligations as a Data Controller with regard to a request for an indicative financial guide.
- Mitsubishi Electric Europe B.V. (**MEU, we/us/our**) will collect and use information from the request form, such as your name and email contact details as a data subject, for the purpose of generating the indicative financial guide requested by you on behalf of your company.
- Our response is generated electronically: whilst you can ask us to delete your personal data at any time, it won't be possible for us to effect the deletion before we despatch our reply.
- Provided that the information you enter onto the form (including contact information and your project data) meets our independent finance house's criteria, then your personal data will also be forwarded to that independent finance house which will also act as a Data Controller in respect of your personal data.
- If your organisation or your project does not qualify for this finance package we will email you to confirm that, and your personal data will not be retained and will not be forwarded to the independent finance house.
- Full details about the data types we collect and what we use this for and related rights of data subjects is set out in our online privacy policy at:
<http://gb.mitsubishielectric.com/en/utilities/privacy-policy/gb/index.page>
Please familiarise yourself with this policy and check it from time to time for updates as it supplements this notice.
- We draw your attention to the following:
Purposes of use: We will use any personal data that you provide: (i) to process your request for an indicative financial guide and to provide the requested services and as required for legitimate interests including the conduct of our credit broking activity and defence to any legal claim and; (ii) to improve our services; (iii) to monitor our response to your online submission and to respond to any query that you may raise in order to ensure service quality, compliance with procedures and to combat fraud; (iv) to inform you of changes; (v) to reorganise or make changes to our business; (vi) in connection with legal or regulatory obligations; and (vii) marketing.
Who your data is shared with: We may pass any personal data you disclose on this form to an independent finance house if the information meets our independent finance house's criteria. We may also pass your information to regulatory, anti-fraud and law enforcement bodies as required in connection with legal obligations or to combat fraud or tax evasion.
Export: We may process personal data outside the UK and the European Economic Area (EEA) where data protection laws may provide less protection than in the UK and the EEA. The mechanisms we use to safeguard personal data relating to your account in such countries are described in our privacy policy.
Data retention: We will keep any personal data you disclose in the online submission requesting an indicative financial guide for at least the duration of any resulting finance agreement and for up to for six complete tax years thereafter to evidence our proper conduct of the services. Your company as data controller and any data subject may at any time request amendment or deletion of any personal data held by us.

Personal Data Protection Schedule

The following capitalised terms in this Schedule shall have the meaning defined below:

Data Controller means an entity which, alone or jointly with others, determines the purposes and means of the processing of personal data;

Data Protection Law means all laws and regulations, including laws and regulations of the UK, the European Union, the European Economic Area and their member states, applicable to the Processing of Personal Data (including without limitation the General Data Protection Regulation (EU) 2016/679) and the interception of communications under the Agreement;

Data Subject means the person to whom the Personal Data relates;

Data Subject Request means a request from a Data Subject for access to, correction, amendment, transfer or deletion of that person's Personal Data;

Personal Data means any information relating to the Data Subject or any other identified or identifiable natural person that one party in its capacity as a Data Controller provides to the other pursuant to this Agreement;

Personal Data Breach means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, Personal Data transmitted, stored or otherwise processed (whether electronic or physical);

Process or Processing means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

1. The Parties acknowledge and agree that they will each be acting as an independent Data Controller of the Personal Data.
2. Each Party shall be responsible for complying with the obligations imposed upon it as a Data Controller by Data Protection Law, including making or maintaining any registrations and/or obtaining any authorisations required by Data Protection Law with respect to the Personal Data under this Agreement.
4. A Data Controller shall be responsible for drafting and providing the Data Subject with any required notices or consents to allow the other party to Process the Personal Data held by that Data Controller for the Processing purpose set out in Section 5.1 below. Each party as Data Controller shall provide all information, cooperation and assistance to the other party to ensure that such notices or consents detail all relevant Processing activities that shall be carried out by the other party with respect to the Personal Data under this Agreement.
5. The Processing party shall:
 - 5.1 only Process the Personal Data for the purpose of the management and administration of your request for an indicative financial guide and always in accordance with the Data Protection Law. The Processing party shall not combine the Personal Data with any other data or use it in a way contrary to this Agreement or which may prejudice the interests, fundamental rights and freedoms of a Data Subject;
 - 5.2 take appropriate procedural, technical and organisational measures to prevent unlawful disclosure, unauthorised Processing of or accidental loss, destruction, damage or alteration to the Personal Data whilst in its possession or under its control;
 - 5.3 subject to reasonable and appropriate confidentiality undertakings, permit the Data Controller (or its authorised representative) to inspect and audit its data Processing activities (and/or those of its agents, subsidiaries and/or subcontractors which process the Personal Data on its behalf) and comply with all reasonable requests or directions by the Data Controller to enable it to verify and/or procure that it is in full compliance with its data protection obligations under this Agreement and take such remedial actions as are reasonably required by the Data Controller following such audit;
 - 5.4 stop Processing the Personal Data where required by the Data Controller if the Processing party breaches this Agreement;
 - 5.5 upon written request from the Data Controller pursuant to Section 5.4, forthwith cease to Process any Personal Data received from or on behalf of the Data Controller, and return to the Data Controller, or destroy (at the Data Controller's discretion), any Personal Data in its possession or control (unless applicable law or regulatory compliance requires the continued storage of such Personal Data); and
 - 5.6 immediately notify the Data Controller of any actual or potential Personal Data Breach, complaint or Data Subject Request with respect to its (or its agents or subcontractors) use of the Personal Data and shall promptly provide the Data Controller with details of how it is responding to the Personal Data Breach, resolving the complaint or Data Subject Request upon the Data Controller's request; and
 - 5.7 maintain proper records of all processing of the Personal Data.

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A Netherlands limited liability company, registered in England as a branch (No. FC019156, BR003391)

Mitsubishi Electric Europe B.V. uses personal information about our customers and suppliers to operate our business and provide services in accordance with our Privacy Policy:
<http://gb.mitsubishielectric.com/en/utilities/privacy-policy/gb/index.page>