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## 致中国用户的附录 Addendum For Customers in the People's Republic of China

### **适用范围** **Applicability**

本附录是对特瑞堡集团的网站、电子邮箱及联系方式隐私政策的补充，适用于在中华人民共和国(以下称“中国”)境内进行的个人信息处理活动。鉴于本附录仅为补充性质，因此仅涵盖特别适用于中国的条款，并不涉及中国法中与隐私政策所适用的法律一致或更为宽松的内容。本附录中使用但未定义的任何大写术语均与我们的隐私政策中给出的含义一致。若本附录与隐私政策之间存在任何冲突，应以确保符合所适用法律的方式解释这些文件，并以本附录的条款为准。

This Addendum is supplemental to [the Website, e-mail and contacts Privacy Notice - Trelleborg](#). It applies to the processing of Personal Data within People's Republic of China ("China"). As this Addendum is only a supplement, it covers only those provisions specific to China and it does not address those aspects of Chinese Law that is consistent with or less stringent than the laws addressed in the Privacy Notice. Any capitalized terms not defined in this Addendum shall have the meaning ascribed to them in the Privacy Notice. To the extent of any conflict between this Addendum and the Privacy Notice, the documents will be interpreted in the manner that ensure compliance with applicable law, and the terms of this Addendum shall prevail.

### **个人信息处理者** **Data Controllers**

根据适用的数据隐私法律，您的个人信息将由下述特瑞堡关联公司或其子公司控制：您指定的，或向您提供产品或服务的、与您沟通的，或最初收集您的个人信息并决定您个人信息的使用目的和方式的公司。每个此类实体都被视为您个人信息的独立个人信息处理者。特瑞堡关联公司或子公司的名单请见：

<https://www.trelleborg.com/en/contact-us>

For the purposes of Applicable Data Privacy Laws, your data will be controlled by the Trelleborg affiliate or its subsidiary that you have instructed or that is providing products or services to you or communicating to you, or which has otherwise initially collected your data and decided the purposes and means for using your data and each such entity is regarded as an independent data controller of your Personal

Data. The list of Trelleborg affiliate or subsidiary undertaking can be found here: <https://www.trelleborg.com/en/contact-us>

## **合法性基础**

### **Legal Basis**

由于《中华人民共和国个人信息保护法》(以下称“PIPL”)并未采纳“合法权益”作为合法性基础, 因此, 涉及以下个人信息处理活动的合法性基础需要进行调整:

As the legal basis of “legitimate interest” is not adopted by the Personal Information Protection Law of the People’s Republic of China (“PIPL”), the legal basis involved in the following Personal Data processing activities needs to be modified:

### **Cookies**

对于 2.1 至 2.3 中的处理活动, 原合法性基础“合法权益”将被替换为“个人的同意”。

For the processing activities from 2.1 to 2.3, the legal basis of “legitimate interest” will be replaced by “the individual’s consent”.

### **我们收集和处理的个人信息的原因**

#### **Why do we collect and process your Personal Data**

对于 3.1 至 3.5 以及 3.8 中的处理活动, 原合法性基础“合法权益”将被替换为“个人的同意”。

For the processing activities from 3.1 to 3.5 and 3.8, the legal basis of “legitimate interest” will be replaced by “the individual’s consent”.

对于 3.6 中的处理活动, 当您代表您所在的公司询价或订购产品和服务时, 原合法性基础“履行您与特瑞堡之间的合同所必需”将被替换为“个人的同意”。

For the processing activities 3.6, when you request a quotation or order products and services on behalf of the company you represent, the legal basis of “necessity in order to perform a contract between you and Trelleborg” will be replaced by “the individual’s consent”.

对于 3.7 中的处理活动, 原合法性基础“特瑞堡履行法定义务所必需”将保持不变。

For the processing activities 3.7, the legal basis of “necessity for Trelleborg’s compliance with legal obligations” will remain as it is.

## **敏感个人信息**

### **Sensitive Personal Data**

敏感个人信息是一旦泄露或者非法使用, 容易导致自然人的尊严受到侵害或者人身、财产安全受到危害的个人信息。特瑞堡使用 Cookie 和其他同类技术来收集您个人和您的设备(如手机或电脑)的信息。当您访问我们的网站时, 我们会请求您同意我们使用您的 Cookie。只有当您事先同意我们使用 Cookie 进行统计和营销的情况下, 我们才会出于以下目的处理您的敏感个人信息:

Sensitive Personal Data refers to the Personal Data that once leaked or illegally used, may easily lead to the infringement of the personal dignity of a natural person or may endanger his personal safety or property. Trelleborg uses cookies and other similar techniques to collect data about you and your device (such as phone or computer). When you visit our website, we will ask for your consent to our use of cookies. Only when you have previously accepted our use of cookies for the purposes of statistical and marketing, we will process your Sensitive Personal Data for the following purposes:

### Cookies

#### 1. 个性化互动 - 提供相关产品和服务

Personalize our interactions with you - offering relevant products and services.

以此为目的处理的敏感个人信息包括:

Sensitive Personal Data processed for this purpose include:

- **IP 地址**
- **IP-address**
- **文档下载量、视频浏览量、联系表单提交量、页面浏览量、访问频率等。**
- **Document downloads, Video views, contact form submissions, page views, visit frequency etc.**

如果您拒绝我们处理上述列出的敏感个人信息, 我们将无法进一步理解您的偏好, 也无法为您个性化地展示相关产品和服务。

If you refuse us to process the listed Sensitive Personal Data, we will not be able to better understand you as a customer and to personalize our interactions with you to show you relevant products and services.

#### 2. 识别潜在用户和商业机会

Identify potential customers and business opportunities.

以此为目的处理的敏感个人信息包括:

Sensitive Personal Data processed for this purpose include:

- **IP 地址**
- **IP-address**
- **文档下载量、视频浏览量、联系表单提交量、页面浏览量、访问频率等。**
- **Document downloads, Video views, contact form submissions, page views, visit frequency etc.**

如果您拒绝我们处理上述列出的敏感个人信息，我们将无法为您识别潜在用户和商业机会。

If you refuse us to process the listed Sensitive Personal Data, we will not be able to identify potential customers and business opportunities.

### 我们收集和處理您的个人信息的原因

#### Why do we collect and process your Personal Data

1. 为您提供诸如新闻简报、产品目录、新闻稿、聊天机器人和网络研讨会等信息

Provide you with information such as Newsletters, Catalogues, Press Releases, Chatbots and Webinars

以此为目的处理的敏感个人信息包括：

Sensitive Personal Data processed for this purpose include:

- **地址**
- **Address**

如果您拒绝我们处理上述列出的敏感个人信息，我们将无法向您提供您所需的订阅和信息。

If you refuse us to process the listed Sensitive Personal Data, we will not be able to provide you with the subscription and information you have requested.

2. 回答您的问题并处理一般反馈意见

Answer your Questions and handle Feedback in general

以此为目的处理的敏感个人信息包括：

Sensitive Personal Data processed for this purpose include:

- **地址**
- **Address**

如果您拒绝我们处理上述列出的敏感个人信息，我们将无法回答您的问题及处理您的反馈意见。

If you refuse us to process the listed Sensitive Personal Data, we will not be able to answer questions and handle feedback from you.

3. 处理您通过电子邮件、传真和类似方式发送的通信、订单或投诉

Handle communications and orders or complaints sent by you through e-mail, fax and similar

以此为目的处理的敏感个人信息包括：

Sensitive Personal Data processed for this purpose include:

- **地址**
- **Address**

如果您拒绝我们处理上述列出的敏感个人信息，我们将无法回应您的请求及处理您的订单或投诉。

If you refuse us to process the listed Sensitive Personal Data, we will not be able to answer requests and handle orders or complaints from you.

#### 4. 管理您针对我们的产品和服务提出的报价或订单

Manage your request for a quotation or order relating to our products and services.

以此为目的处理的敏感个人信息包括：

Sensitive Personal Data processed for this purpose include:

- **地址**
- **Address**
- **发票地址**
- **Invoice address**

如果您拒绝我们处理上述列出的敏感个人信息，我们将无法履行您所代表的公司与特瑞堡之间的合同，或无法采取签订合同前的必要措施。

If you refuse us to process the listed Sensitive Personal Data, we will not be able to perform a contract between the company you present and Trelleborg or in order to take steps prior to entering into a contract.

### **个人信息的披露和传输**

#### **Disclosure and transfer of Personal Data**

#### **个人信息的跨境传输**

##### **Cross-border transfer of Personal Data**

出于以下目的，我们可能会将您的个人信息传输至境外：

For the following purposes, we may transfer your Personal Data abroad:

**【处理个人信息的目的】**

**【purpose of the processing】**

1. 境外接收方名称：**【Trelleborg Sealing Solution Germany GmbH】**
1. The overseas recipient's name: **【Trelleborg Sealing Solution Germany GmbH】**
2. 联系方式：**【+49 711 7864 - 0】**
2. The contact details: **【+49 711 7864 - 0】**
3. 境外接收方所在国家或地区：**【德国】**
3. The country or region in which the overseas recipient is located: **【Germany】**
4. 处理的个人信息类别：**【客户联系人姓名，电话和邮箱地址，包括采购人员，财务人员等】**

4. The categories of Personal Data to be processed: 【Customer contact name, phone number and email address, including purchasing staff, finance staff, etc.】
5. 处理目的和方式: 【用于订单处理的沟通, 发货通知及金税发票的发送】
5. The purpose and the means of processing: 【For order processing, shipment notification and invoice sending. 】

#### 【处理个人信息的目的】

#### 【purpose of the processing】

1. 境外接收方名称: 【SAP SE 服务器, 仅供特瑞堡密封系统公司内部使用的数据】
1. The overseas recipient's name: 【SAP SE server, for data used within the Trelleborg Sealing Solution organization】
2. 联系方式: 【+49 (0)6227 / 7-47474】
2. The contact details: 【+49 (0)6227 / 7-47474】
3. 境外接收方所在国家或地区: 【德国】
3. The country or region in which the overseas recipient is located: 【Germany】
4. 处理的个人信息类别: 【记录与业务相关的信息, 如线索、客户和联系方式、销售机会】
4. The categories of Personal Data to be processed: 【Business-related information is recorded such as leads, customer and contact details, sales opportunities】
5. 处理目的和方式: 【数据仅用于 Cloud for Customer 上运行的内部流程】
5. The purpose and the means of processing: 【The data is only used for internal processes within the Cloud for Customer environment. 】

如果您希望就我们的个人信息处理活动行使相关权利, 并希望与境外接收方直接沟通, 您可以通过上述联系方式, 与境外接收方取得联系。

If you need to exercise your rights in Personal Data processing activities with the overseas recipient, you can choose to contact them directly through the contact details of the overseas recipients.

如果您无法与境外接收方取得联系, 您也可以通过本附录中提供的方式联系我们, 我们将采取合理措施协助您在合理时间内与境外接收方取得联系, 以行使您有关个人信息的权利。

If you are unable to contact the overseas recipient, you may also contact us through the means provided in the Addendum, and we will take reasonable measures to assist you in communicating with them within a reasonable time to exercise your rights related to Personal Data.

### 向第三方提供个人信息

#### Provision of Personal Data to the third party

【接收方类别】

【recipient categories】

【对外提供个人信息的目的】

【purpose of the provision】

<b>接收方信息</b>	<b>个人信息类别</b>
<b>Recipient Details</b>	<b>Personal Data Categories</b>
【接收方名称】  【name of the recipient】  【接收方的联系方式】  【contact information of the recipient】	【】

### 委托处理个人信息

#### Recipients to which we entrust the processing of Personal Data

我们可能会与外部第三方共享您的个人信息，例如按照特瑞堡指示处理个人信息的供应商和服务提供商。这些公司只能按照我们的明确指示来处理您的个人信息，并不得将您的个人信息用于其自己的目的。此外，他们还需依据法律规定与合同约定，承担保护您个人信息的义务。他们同时负有保护您的个人信息的法律义务与合同义务。

We may share your Personal Data with external parties, such as vendors and service providers processing Personal Data under Trelleborg's instructions. These companies are only allowed to process your Personal Data in accordance with our

express instructions, and they may not use your data for their own purposes. They are also obliged by law and contract to protect your Personal Data.

## **个人权利**

### **Individual Rights**

#### **要求解释权**

##### **Request Interpretation**

您有权要求我们向您解释包括隐私政策和本附录在内的个人信息处理规则。

You have the right to request interpretation on the personal data processing rules, including the Privacy Notice and this Addendum.

#### **向监管机构投诉**

##### **Complaints to the supervisory authority**

您始终有权就您个人信息的处理事宜向主管数据保护机构提出投诉。您可以点击[此处](#)访问国家消费者争议解决平台进行投诉。

You acknowledge that you always have the right to lodge complaints pertaining to the processing of your Personal Data to the competent data protection authority. The National Platform of Consumer Dispute Resolution can be accessed [here](#).

对于您的合理请求，我们原则上不收取费用，但对于超出合理范围的重复请求，我们会根据具体情况收取一定的费用。对于不合理的重复请求、需要过多技术手段的请求(例如需要开发新系统或从根本上改变现有做法)、给他人合法权益带来风险的请求或非常不切实际的请求，我们可能会予以拒绝。

For your reasonable request, we do not charge fees in principle, but for repeated requests that exceed reasonable limits, we will charge a certain cost depending on the circumstances. For those that are unreasonably repeated, require too many technical means (for example, the need to develop new systems or fundamentally change existing practices), bring risks to the legitimate rights and interests of others, or are very impractical, we may reject it.

## **14 周岁以下儿童请勿使用本网站**

### **No Use of Website by Children under the Age of 14**

我们的网站并非为 14 周岁以下儿童设计或供其使用。我们不收集 14 周岁以下儿童的个人信息。如果我们发现收集了 14 周岁以下儿童的个人信息，我们将尽合理努力删除此类信息。如果您认为我们可能无意中收集了 14 周岁以下儿童的个人信息，请通过本附录末尾提供的信息联系我们。



Our websites are not designed for, targeted towards or intended for use by those under the age of 14. We have no intention of collecting Personal Data from children under the age of 14. If we become aware Personal Data from a child under the age of 14 has been collected without the consent of a parent or guardian, we will use all reasonable efforts to delete such data. If you believe we may have inadvertently collected data about a child under the age of 14, please contact us using the information provided at the end of this Addendum.

## **公开披露**

### **Public Disclosure**

特瑞堡仅在以下情况公开披露您的个人信息：

Trelleborg will only publicly disclose your Personal Data under the following circumstances:

- 在获得您明确同意的情况下；
- Where we have obtained your explicit consent;
- 基于法律或合理理由公开披露：包括法律法规、法律程序、诉讼或政府主管部门的要求。
- Public disclosure based on law or reasonable grounds: including laws and regulations, legal procedures, litigation, or at the request of the competent government departments.

## **联系方式**

### **Contact Information**

如果您对您个人信息的处理有任何问题或疑虑、希望行使您的任何权利，或希望获取在发生数据传输时用于保护您个人信息的保障机制副本，请使用此[联系表单](#)联系特瑞堡。

If you have any questions or concerns regarding the processing of your Personal Data or wish to exercise any of your rights or obtain a copy of the safeguard mechanisms put in place to protect your Personal Data in case of any transfer, please contact Trelleborg by using this [contact form](#).