



# Supplier Diversity Privacy Notice

# Supplier Diversity Privacy Notice

We know that you care about your personal data and how it is used, and we want you to trust that Unilever uses your personal data carefully. This Global Supplier Diversity Privacy Notice applies to Unilever diverse suppliers and aims to explain why and how we will collect and process your personal data in all markets.

## We care about the privacy of our suppliers

At Unilever we are committed to protecting the personal data of our suppliers, as well as to compliance with applicable data privacy laws. This Privacy Notice provides you with information on what personal data we may process, why we process your personal data and what privacy principles we abide by, as well as informing you of the rights you may be entitled to exercise in relation to your personal data.

## Purpose of the Unilever Supplier Diversity Programme

As part of Unilever's social commitments, we have committed to proactively increase spend with diverse businesses. We class businesses as diverse if they are at least 51% owned, managed and controlled by minority groups, women, LGBTQI+, people with disabilities or veterans.

Unilever understands that creating economic opportunities is one of the most important ways to build an inclusive world. This is why we are committed to fostering an inclusive value chain and purchasing from suppliers that represent the diversity of the communities in which we operate.

As a diverse supplier, we have invited you to complete a voluntary registration. The purpose of this registration is to develop our understanding of the diversity of our suppliers and track our progress towards meeting our social commitments. The registration is **entirely voluntary**, and should you choose not to register, will not positively or negatively impact your working relationship with Unilever.

### Why are we collecting this data?

We will use the data to understand, measure and promote diversity amongst our suppliers. The data will strictly be used for the purpose of validating your diverse supplier status by internal or external parties associated with Unilever.

We will not use the data for any other purposes.

Your validated supplier diversity status will primarily support us to track and report our progress towards our commitment to increase spend with diverse businesses. Any related public reporting will be aggregated and anonymised.

Your validated supplier diversity status will also be visible to internal stakeholders & budget holders with the responsibility to proactively create opportunities for diverse-owned businesses & increase diverse spend in our supply chain.

## How do we collect your personal data?

We collect information directly from you: We may collect this information when you share with us evidence/support that you are a diverse owned business. Examples of personal data could include: your name, citizenship, gender, work experience, & company shareholding.

Collected from public sources: We may also collect personal data through public sources such as LinkedIn, your company website, and other third-party sources such as Companies House/Government records.

When we collect and process personal data that is especially sensitive (e.g. exposes you to risk of discrimination) we take special care.

## What categories of data do we process?

For your reference, here you can see a list of categories of personal data we may process and data that may be considered sensitive. We process any personal data or sensitive personal data in accordance with applicable local law.

### Personal data we may process

- Personal information;
- Personal financial information;
- Employment information;

### Sensitive personal data we may process

- Diversity & Inclusion data relating to racial or ethnic origin, disability, sexual orientation.

## Data Retention

In principle we do not hold your Personal Data for longer than is required for the original purpose it was collected, unless those purposes are compatible with the original purpose, or we are under a legal obligation to retain it for longer. The purpose of retention could be a legal obligation, such as tax law or another legitimate reason, for example to prove our rights and obligations. When Personal Data is no longer required to be stored, we take appropriate steps to securely delete, anonymize or transfer the data to an archive (where this is allowed under

applicable laws). For specific applicable retention periods please refer to the Unilever [Data Retention Standard](#) and relevant local schedules.

You can request deletion or update of your data at any time by contacting [social.procurement@unilever.com](mailto:social.procurement@unilever.com)

## Lawfulness of data processing

Unilever processes your personal data lawfully. Legal grounds on which we may base our processing activities on may include:

- **Legitimate interest**

The processing is necessary for the purposes of a legitimate interests. A legitimate interest is a benefit for you, Unilever, a third party or a benefit for the exercise of a certain activity (such as a contract). We balance that benefit with potential risk of processing before deciding to rely on this ground. Examples of our legitimate interests include reporting and auditing, managing our business operations, market research, analysis and statistical purposes, corporate acquisitions and mergers, and security of our operations, systems and premises including monitoring systems, networks, e-mails and IT activity to prevent misuse and fraud.

- **Consent**

Processing may be lawful because you consented to it.

## Security of your data

Unilever puts security controls in place to protect against unauthorized and unlawful processing and against accidental loss or destruction of, or damage to, personal data. This includes both technical controls (e.g., pseudonymization/encryption, role-based access control) and organizational controls (e.g., training and awareness). For more information on how Unilever safeguards information, please visit the [Information Protection Zone](#).

## Your rights

As a Supplier you may have certain rights relating to your personal data

- right to be informed;
- right to data portability;
- right to access;
- right to be forgotten (erasure);
- right to correction;
- right to restriction of processing;
- right to be informed;

- right to object;
- right to withdraw consent;
- right to not be subject to automated decision-making;
- right to complain to a supervisory authority.

You can exercise your rights by contact the Unilever Social procurement team via [social.unilever@unilever.com](mailto:social.unilever@unilever.com).

## Contact

Unilever nominated the Chief Privacy Officer who can be contacted at Unilever PLC, Port Sunlight, Wirral, Merseyside, CH62 4ZD United Kingdom or by email at [unilever.privacy@unilever.com](mailto:unilever.privacy@unilever.com).

If you have any questions or concerns about Unilever's privacy practices or data processing or if you would like to make a complaint, please do so by sending an email.