



Guidelines for GDPR Compliance & Protection

About Us:

RenewSys India Pvt. Ltd. (RenewSys) is a globally renowned, and the first integrated manufacturer of Solar PV Modules and its key components. We are a part of the ENPEE Group, a diversified global conglomerate with a heritage of over 55 years of manufacturing excellence.

Our products include **Solar PV Modules** - 300 MW, expanding to 700 MW by December 2018; **Encapsulants**- EVA and POE - 1.2 GW; **Backsheets**- 3 GW, and **Solar PV Cells**- 130 MW.

RenewSys has a global presence with offices in India, Mauritius, Nigeria, South Africa, Singapore, UAE, UK, and representative offices in USA and countries across Europe; with an evolving distributor network.

We are in the process of increasing our manufacturing capacities further, and aspire to be the first choice for Solar PV Modules and solar module components, worldwide.

Objectives:

RenewSys has a serious and bona fide intention to protect the data, received with consent, from individuals through any means.

Furthermore, it has serious intentions to comply with GDPR guidelines, to ensure that data received from individuals is secure and available for deletion.

Current Status of Data Handling:

- **Gateway One 1: Website**

RenewSys maintains only one website on the internet and does not have a system of collecting data on this site from any companies or individuals without consent.

All of the data on the website may be viewed freely without submitting personal details.

Should visitors to the website want, they may submit their queries along with contact details. The relevant team members will then receive their queries and details.

The queries on the website are collected from potential customers and employees via contact forms. These forward the details to the email addresses: renewsys@renewsysindia.com and jobs@renewsysindia.com, respectively.

Both of these contact forms host the collected data on a third party server, on which the website is hosted, via service provider 'Wix', who have informed us that they are GDPR compliant.

These email addresses do not have an inbox of their own, on RenewSys' email server Logix, but the emails are forwarded to certain pre-identified authorised persons of the company.



Details that are shared via email are secured by a password in the respective inbox of the authorised representative/s.

The details are also stored on the Logix server, as part of a routine organisational email back up, and are hence, accessible on special request by RenewSys to Logix.

- **Gateway 2: Information Received by Email**

RenewSys employees, receive information, from potential customers and/ or candidates for the purpose of business, employment or other. These emails are stored on their respective company laptop. An additional copy is backed up on our email server Logix.

This copy is accessible on request by the relevant RenewSys representative from Logix.

RenewSys has notified its employees to refrain from the use of informal platforms for conducting/responding to business-related queries (only emails from their official id and telephone calls, as consented) unless expressly consented and requested for by the recipient.

- **Gateway 3: Information received via Social Media**

RenewSys maintains an account on LinkedIn. We do not store any data that identifies individuals related to our posts. Any queries received on our official social media accounts will be responded to thereafter using official communication platforms i.e. email and telephone.

The GDPR compliance parameters, which the respective social media platform follows (e.g. LinkedIn), will apply to the posts and data shared there.

Any and all queries related to the storage, deletion or handling of data by employees on RenewSys - owned platforms may be addressed to 'renewsysgdpr@renewsysindia.com'.

RenewSys revokes any liability resulting from the personal use/handling of the data of individuals shared by them via informal platforms or methods of communication.

This policy document will be reviewed regularly to address modifications to GDPR, its guidelines, and new technology evolution.

For RenewSys India Pvt. Ltd.

Company Secretary & Compliance Officer