

Supplier Privacy Notice (South Africa)

This Supplier Privacy Notice applies to:

- Our Suppliers regardless of whether they are natural persons (such as self-employed persons or sole proprietors) or legal entities; and
- Individual representatives and contact persons of Suppliers that are legal entities

For purposes of this Notice the term Supplier refers to a party (natural person or legal entity) from whom we procure services and/or goods. Additional privacy terms/notices may apply depending upon the nature of your interaction with Pfizer Laboratories (Pty) Ltd (**Pfizer**). This Notice applies only to Personal Information processed by Pfizer or in South Africa.

How We Collect Personal Information

Personal Information that we may request or collect from you includes, but is not limited to:

- Name
- Business contact details (postal address, telephone number(s), email address)
- Title and position
- Electronic identification data (e.g. login or system access credentials, or IP address)
- Financial information, bank account details, company registration details
- BEE credentials or certificate

For natural persons acting as a Supplier, we may request additional information such as financial or tax identification information (e.g. bank account details, tax id number).

We may collect Personal Information in a variety of ways, including:

- From you directly, such as when you participate in a transaction or contractual arrangement or when you participate in our procurement and/or payment process, whether by post, email, phone, in person, or any other methods.
- From other sources, such as public databases, your employer, and other third parties.
- From automated technologies or interactions, for example when interaction with our website or online portals.

How We Use Personal Information

We use Personal Information to interact and engage with you for the following purposes:

- Managing our relationship with a Supplier
 - Billing and invoicing to compensate a Supplier for services performed and/or goods provided
 - Contacting individuals in connection with contractual agreements
 - Validating authorized signatories when concluding agreements and transactions
 - Providing access to our training modules
- Identifying trends to improve our business activities

- Complying with our legal obligations, which may include laws outside the country you are located (including any legal or regulatory guidance, codes or opinions)
- Protecting the security of accounts and Personal Information
- Enforcing our terms and conditions
- Conducting background checks to ensure we are not precluded from working with a Supplier
- Assessing our compliance with BEE legislation or accreditation
- Any other instances where it is in our or your legitimate interests to do so, or where we have contractual obligations to you or a third party that requires us to process Supplier Personal Information

Change of purpose

We will only use your Personal Information for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason and that reason is compatible with the original purpose. If you wish to get an explanation as to how the processing for the new purpose is compatible with the original purpose, please contact us.

If we need to use your Personal Information for an unrelated purpose, we will notify you and we will explain the legal basis which allows us to do so.

Please note that we may process your Personal Information without your knowledge or consent, in compliance with the above rules, where this is required or permitted by law.

How We Disclose Personal Information

We disclose Personal Information as follows:

- To other [Pfizer companies](#) for the purposes described in this Privacy Notice.
- To other Suppliers who provide services to Pfizer such as website hosting, data analysis, background checks, information technology and related infrastructure provision, email delivery, auditing and other services.
- To other companies with which we collaborate regarding joint development, distribution and/or marketing of particular products or services.
- To public, government, and law enforcement authorities, which may include authorities outside your country, in order to comply with a regulatory requirement, judicial proceeding, court order, government request, or legal process served on us.
- To take legal action or otherwise protect the safety, rights, or property of our customers, the public, Pfizer and our affiliates.
- To prepare, complete and implement any reorganization, merger, sale, joint venture, assignment, transfer or other disposition of all or any portion of our business, assets or stock (including in connection with any bankruptcy or similar proceedings).
- Any other juristic or natural person for any authorised purpose which may require your express consent.

SECURITY

We use reasonable organizational, technical and administrative measures to protect Personal

Information within our organization. In addition, we limit access to your personal information to those employees, agents, contractors and other third parties who have a business need to know. They will only process your Personal Information on our instructions, and they are subject to a duty of confidentiality.

Unfortunately, no data transmission or storage system can be guaranteed to be 100% secure.

YOUR RIGHTS

If you would like to request to review, correct, or update Personal Information that you have provided to us, you may contact us as indicated in the Contact Us section. We will respond to your request consistent with applicable law. Please note that we may need to retain certain Personal Information for recordkeeping purposes and/or to complete any transactions that you began prior to requesting a change or deletion or to comply with our legal obligations.

Additionally, we note that you have the following rights in respect of your Personal Information which is being processed by us or on our behalf:

- **Notification that your Personal Information is being collected.** When your Personal Information is collected, you have the right to be informed that your information is collected and where the information is not collected from you, you have the right to be informed of the source from whom/which it is collected.
- **Notification of security compromises.** Where reasonable grounds exist for us to believe that your Personal Information has been accessed or acquired by an unauthorised person, you have the right to be notified.
- **Request access to your Personal Information.** You have the right to confirm, free of charge, whether or not we hold any of your Personal Information, and to the extent that we do hold your information, to request a copy. You will be required to provide adequate proof of your identity so that we can confirm your identity and ensure your right to access your Personal Information. We may need to request other specific information from you to help us process your request. This is a security measure to ensure that Personal Information is not disclosed to any person who has no right to receive it. We may also contact you to ask you for further information in relation to your request to speed up our response.
- **Request destruction or deletion of your Personal Information.** You have the right to ask us to delete or remove your Personal Information where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal information where you have successfully exercised your right to object to processing (see below), where we may have processed your information unlawfully or where we are required to erase your Personal Information to comply with the law. Note, however, that we may not always be able to comply with your request of destruction or deletion for specific legal reasons which will be notified to you, if applicable, at the time of your request.
- **Object to processing of your Personal Information.** You have the right to object to our processing of your Personal Information where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground. You also have the right to object where we are processing your Personal Information for direct marketing purposes. In some cases, we may demonstrate that we have legitimate grounds to process your information which override your right to object to processing.
- **Request restriction of processing your Personal Information.** This enables you to ask us to suspend the processing of your Personal Information in the following scenarios:
 - If you want us to establish the information's accuracy.
 - Where we no longer need the information for the purpose for which the information was initially collected but we need it for purposes of proof.
 - Where our use of the information is unlawful, but you do not want us to erase it.
 - If you want us to transmit your Personal Information into another automated

- processing system.
- **Withdraw consent.** You have the right to withdraw your consent at any time where we are relying on consent to process your Personal Information. However, this will not affect the lawfulness of any processing carried out before you withdraw your consent. If you withdraw your consent, we may not be able to provide certain products or services to you. We will advise you if this is the case at the time you withdraw your consent.
 - **Submit a complaint to the Regulator.** You have the right to submit a complaint to the Information Regulator regarding an alleged interference with the protection of your Personal Information.
 - **Institute civil proceedings.** You have the right to institute civil proceedings regarding the alleged interference with the protection of your Personal Information.

RETENTION PERIOD

We will retain Personal Information for as long as needed or permitted in light of the purpose(s) for which it was obtained. The criteria used to determine our retention periods include: (i) the length of time we have an ongoing relationship with the Supplier; (ii) whether there is a legal obligation to which we are subject; (iii) if the retention period has been made with reference to a contract; (iv) if you consent to such retention period; or (v) whether retention is advisable in light of our legal position (such as in regard to applicable statutes of limitations, prescription, litigation or regulatory investigations).

CROSS-BORDER TRANSFER

Personal Information may be stored and processed in any country where we have facilities or in which we engage Suppliers, including the United States, and where our affiliates operate.

We ensure your Personal Information is protected by requiring all our affiliates to follow the same rules when processing your Personal Information. These rules are called "binding corporate rules".

IF YOU FAIL TO PROVIDE PERSONAL INFORMATION

Where we need to collect Personal Information by law, or under the terms of a contract we have with you, and you fail to provide that information when requested, we may not be able to perform the contract we have or are trying to enter into with you. In this case, we may not be able to proceed with a particular engagement we have or intend to have with you, but we will notify you if this is the case at the time.

UPDATES TO THIS PRIVACY NOTICE

From time to time, we will update this Privacy Notice. The Privacy Notice was last updated as of the "LAST UPDATED" date shown above.

CONTACTING US

The company responsible for collection, use and disclosure of your Personal Information under this Privacy Notice is the Pfizer entity with whom you are contracting.

If you have questions about this Privacy Notice, or if you would like to request to exercise any individual rights, please contact us at Supplier-Privacy@pfizer.com, or write to the company with whom you are contracting at the address specified in your contract.

In South Africa, you can contact the information officer at SouthAfricaInformationOfficer@pfizer.com.