

Privacy Notice for Suppliers and Service Providers

General Information

- 1 This Privacy Notice is addressed to:
 - our suppliers and service providers who are individuals; and
 - the representatives, employees, contact persons, or other persons of our suppliers and service providers who are legal entities;and covers external workers (such as contract workers, advisors, advisory partners and directors).
- 2 For the purpose of this Privacy Notice, “Partners Group”, “our”, “we”, or “us” refers to the Partners Group entity processing your personal data as indicated in the underlying agreement with you or with the supplier or service provider for whom you work.
- 3 This Privacy Notice describes the context in which we process your personal data and it explains your rights and obligations.
- 4 In the event of any inconsistency between this Privacy Notice and the Privacy Notice on the Partners Group website (<https://www.partnersgroup.com/en/site-services/privacy-notice>), this Privacy Notice shall prevail.

What information do we have about you?

- 5 We obtain your personal information either directly from you or through the supplier or service provider for whom you work. However, some information processed by Partners Group may be inferred from the information you provide or arise in the context of managing your engagement. Additionally, Partners Group may receive personal information about you from third parties. For example, we may obtain information about you from the references you supply or from third-party background screening that may be required.
- 6 The types of personal data that we process will vary depending on your function, your location and any terms and conditions of engagement relevant to you.

Some of the types of personal data we may process include:

- basic personal and contact information (e.g., first name, last name, email address, address, phone number, identification document or information, photo or video recording);
- information about your employer (e.g., name of your employer and your title, position); and
- any other information necessary for the purposes of managing our relationship.

Where you are an external worker, we may collect the following types of personal data, including:

- work history information (e.g., resume, curriculum vitae, references, due diligence information, and other information provided by you or by the supplier or service provider for whom you work);
- information regarding your role at Partners Group (e.g., business unit, location, time zone, cost center, supervisor/manager);
- work related information (e.g., identification number, start date, last day, status of any required training, and CCTV footage or other video surveillance (only if legally permitted));

- travel and expense related information to manage any potential safety, marketing, or tax implications or to permit reimbursements (e.g., travel itineraries and related information, length of stay, expense information such as transactions and supporting documents, and any associated client/project);
- billing or cost related information (e.g., billing rate, amount and currency, payment method, records of any costs, or other information which may be required to pay invoices);
- certain information related to your participation in Partners Group events hosted internally or externally (e.g., event photographs which may be used in social media posts or for marketing initiatives, interviews);
- if you are involved in business development within Partners Group, certain information to allow Partners Group to showcase your skills and qualifications to existing and perspective clients (e.g., your resume, work or relevant industry experience, and key project involvement); and
- if you are also a director or a payment signatory, proof of address (e.g., utility bill).

Where you have access to our computer systems, we may collect the following types of personal data, including:

- work related information (e.g., work order number, billing rate and amount);
- electronic identification data where required for the purpose of delivering products or services to our company (e.g., login, passwords, badge number and photograph, IP address, online identifiers/cookies, logs, access and connection times); and
- certain compliance related information (e.g., records of any required training).

Where you are an individual, we may collect the following types of personal data, including:

- certain financial information (e.g., bank account details).

This is not an exhaustive list of types of personal data that we may process.

- 7 Generally, sensitive personal data are not purposely processed by Partners Group. However in limited cases some sensitive personal data may be implied or obtained, for example, from information you provide in relation to meal/dietary preferences; in support of disability; or as part of the ongoing due diligence process because of the nature of our work in the financial services industry or your role. Any sensitive personal data we receive is processed in accordance with applicable law.
- 8 If you intend to provide us with personal data about other individuals, you must provide a copy of this Privacy Notice to them and obtain their consent to do so, where applicable.

How do we process your personal information and why is this justified?

- 9 We process your personal data for a specific purpose and only process the personal data, which is relevant to achieve that purpose. We may process your personal data for other purposes that are not inconsistent with the purpose for which your personal data was originally collected.
- 10 In particular, we process your personal data:
- to manage our suppliers and service providers and perform our duties pursuant to our relationship with our service providers (e.g. perform existing contracts, managing and executive payments and reimbursement requests);

- to organize tenders and implement tasks in preparation of contracts;
- to grant you access to our facilities and/or certain technologies to allow you to perform services;
- to monitor and manage access to our facilities to protect the safety and security of our personnel, guests, property and assets and to ensure compliance with applicable policies and laws;
- to manage our technology resources (e.g., cyber-risk management, infrastructure management and business continuity);
- to preserve our economic interests and ensure compliance (e.g., complying with our policies and legal requirements, tax and deductions, investigating and/or managing alleged cases of misconduct or fraud, conducting audits and participating in litigation);
- to preserve our legal interests (e.g., managing mergers and acquisitions involving our company, enforcing or defending our legal rights);
- to archiving and record-keeping;
- for billing and invoicing; and
- for any other purposes imposed by applicable law and governmental authorities.

Additionally, where you are an external worker, we may process your personal data to:

- perform our duties pursuant to our relationship (e.g., processing payment);
- design, manage, and perform our business processes and manpower for the conduct of Partners Group's business and operations (e.g. allocating and managing duties and responsibilities; processing personal data as required for business processes to be performed, including data subjects engaged in the process, or whose personal data is relevant to the process);
- manage potential client and client relationships (e.g., respond to due diligence; respond to questions) and manage potential investor and investor relationships and investments (e.g., advisors, operating directors, annual meetings), if you are involved in client management within Partners Group;
- create materials/media in connection with our company, our business processes and Partners Group events hosted internally or externally (e.g., videos, audio, documents, or other materials or media), including updates and marketing materials to be provided to prospective clients and clients, shareholders, media and other stakeholders (e.g., website, videos); and
- otherwise manage our relationship with you (e.g., organizing social and cultural activities in the office).

This is not an exhaustive list of purposes for which we process your personal data.

- 11 We will process your personal data when we have a proper legal basis, such as one or more of the following grounds where applicable:
- To take pre-contractual steps;
 - To perform our obligations in our contract;
 - To comply with our legal or regulatory obligations. For example, this might include conducting due diligence; adhering and monitoring adherence, as applicable, to international marketing laws, anti-money laundering and anti-bribery and corruption laws,

financial services and financial supervisory regulations and rules, tax law; monitoring sanctions lists and other country specific sources; or exercising our audit rights;

- When it is necessary for our legitimate interests and does not unduly affect your interests or fundamental rights and freedoms. Please note that, when processing your personal data on this basis, we always seek to maintain a balance between our legitimate interests and your privacy. Examples of 'legitimate interests' are data processing activities performed:
 - to design, implement, and continuously improve efficient organizational processes (e.g., we may opt to use certain platforms or tools offered by suppliers to process data and enhance operational efficiencies, we may test our existing technology and security platforms to identify areas for improvement);
 - to benefit from cost-effective services (e.g., we may opt to use certain platforms offered by suppliers or service providers to process data);
 - to manage our relationship with you (e.g., to keep our records updated and to understand how users use the services);
 - to investigate allegations of or prevent fraud or criminal activity, compliance breaches, and misuses of our products, services, or our IT systems, architecture, and networks;
 - to sell any part of our business or its assets or to enable the acquisition of all or part of our business or assets by a third party; and
 - to meet our corporate and social responsibility objectives.
- we have obtained your prior consent;
- we have provided you with the requisite notification; or
- we are otherwise permitted or required by law to do so.

- 12 You are under no obligation to provide Partners Group your personal data. However, if you fail to provide personal data when requested which is necessary for us to manage our relationship with you or your employer as a service provider or supplier (e.g., information necessary to evaluate your or your employer's qualifications or meet our regulatory and legal obligations), we may not be able to retain your or your employer's services. We will notify you if this is the case at the time.

Who has access to your personal data and to whom are your personal data transferred?

- 13 We will never sell your personal data.

- 14 In the course of our activities and for the purposes listed in this Privacy Notice, your personal data may be processed by the following categories of recipients on a need to know basis to achieve such purposes:
- personnel (e.g., employees, directors, investors, interns, contractors, etc., working in various departments or whom are employed by affiliated companies);
 - other suppliers and services providers that provide services and products to us;
 - technology systems providers, including cloud and database providers, and related consultants;
 - other related Partners Group group entities (e.g., operating entities, or management companies);
 - potential clients and clients, and potential investors and investors;
 - any third party to whom we assign of our rights or obligations; and
 - professional advisors and external lawyers.

Such recipients are obligated to protect the confidentiality and security of your personal data.

- 15 In certain limited circumstances, your personal data may be accessed by or transferred to law enforcement, regulatory bodies, or judicial authorities. This will occur only when legally required.
- 16 Your personal data may be processed by Partners Group in a different country than where you are located. Your personal data may be transferred by Partners Group to the EEA, to the countries where Partners Group has an office, or to any country in the world where Partners Group's service providers are located, including for example the US. The data protection law in such other country may not give you as much protection as the data protection law in the country where you are located.
- 17 We ensure that any transfer is made in accordance with applicable data privacy law. For example, for transfers to a country deemed by a privacy authority to not offer the same level of protection, we ensure that the transfers are governed by appropriate safeguards, such as the European Commission Standard Contractual Clauses.
- 18 You may request additional information in relation to such cross-border transfers and obtain a copy of the adequate safeguard put in place by Partners Group as described in the section titled "[Who can I contact if I have any questions or concerns?](#)".

How do we protect your personal data?

- 19 We implement technical and organizational measures to protect the security and confidentiality of your personal data, and our measures are aligned with international standards.
- 20 While we take reasonable care to implement such measures, the internet is inherently unsafe and we cannot guarantee the security of your personal data when transmitted over the internet or email.

How do we store your personal data?

- 21 We will retain your personal data for as long as necessary to fulfil the purpose for which it was collected, to comply with legal or regulatory requirements, or for the establishment or defense of legal claims.
- 22 Where it is not possible to remove your personal data from our systems (for example, because your personal data has been stored in backup archives), we will securely store your personal data and isolate it from any further processing until deletion is possible to the extent permitted by applicable laws.

What are your data subject rights and how can you exercise them?

- 23 We recognize that you may have rights with regard to our processing of your personal data. While the nature and extent of these rights will differ from location to location, we have processes in place to respond in a timely manner to any valid request. Your rights may include:
 - the right to access the personal data about you that we process;
 - the right to request the correction of personal data that you believe is incorrect, obsolete, or incomplete;
 - the right to request the erasure of your personal data;

- the right to restrict the use of your personal data to specific categories of processing;
- if your personal data is processed based on your consent, you have the right to withdraw your consent at any time (please note that if you withdraw your consent, processing based on your consent that took place before your withdrawal will remain lawful);
- the right to object, in whole or in part, to the processing of your personal data; and
- the right to request that the personal data you provided us be returned to you or transferred to the person or entity of your choice in a structured, commonly used and machine-readable format without hindrance from us.

- 24 You may exercise your rights at any time by using the details in the section **Who can I contact if I have any questions or concerns?** To the extent permitted by applicable law or regulation we reserve the right to charge an appropriate fee in connection with you exercising your rights.
- 25 We may need to request specific information from you to help us confirm your identity and ensure your right to access to the personal data requested, or to exercise any of your other rights. This is to ensure that personal data is not disclosed to any person who does not have authority to receive it. We may also request further information in relation to your request to help us to locate the personal data processed in relation to you, including, for example, the nature and location of your relationship with us.

Who can I contact if I have any questions or concerns?

- 26 If you have any questions about how your personal data is processed (including if you are unsure of which Partners Group entity is the controller), or if you want to exercise one of your rights, you may contact our Data Protection Officer by email at DPO@partnersgroup.com.
- 27 You have the right to complain to the relevant data protection authority in relation to the processing of your personal data.

How will you be informed of the changes to our Privacy Notice?

- 28 We may modify or amend this Privacy Notice from time to time and you are advised to visit our website regularly to check for any amendments. You will be informed of any amendments through updates to this Privacy Notice available on our website or otherwise in accordance with applicable laws. This Privacy Notice has an effective date as shown at the end of the document.

Effective 18 June 2024