

GDPR – Privacy Notice

Servier Laboratories Limited Pension Fund

Who we are

As the Trustees of the Servier Laboratories Limited Pension Fund ("the Fund"), we hold certain personal information (known as "personal data") about Fund members and, where applicable, their dependants and beneficiaries. Most of the information held about you and processed by the Trustees in running the Fund will be personal data (in other words, because we hold information from which you as an individual can be identified, any information we hold in respect of you will be subject to certain protections).

For legal purposes, the Trustees are known as the "data controller", as we decide the purposes for and the means by which the personal data we hold is processed. The scheme actuary and/or the employer will be a joint controller alongside the trustees.

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What information we collect about you

Depending on the circumstances and the stage of your membership, we may hold some or all of the following information about you:

- your name
- your age and date of birth
- your gender
- your marital status
- your address and other contact details (such as telephone number and email address)
- your national insurance number and employee number
- information about your benefits under the Fund, including pensions and death benefits, together with corresponding details of assets, investments and insurance.
- your pensionable service
- relevant employment information, such as current and past salary information, pensionable pay, employment dates, length of service, and career history (where relevant)
- details of your bank account (to pay benefits)
- details about your dependants and/or beneficiaries (including their names and possibly details of their gender), current relationship status, marital / relationship history.
- details about your next of kin and emergency contact information
- medical and other details about your health.
- if you have used a pensions dashboard, an online platform where you can access information about all of your pension benefits, a "pensions identifier", which is a string of characters used to identify your specific benefits under the Fund.



In order to properly administer the Fund and to calculate and pay benefits, from time to time we may also need to hold other information about you.

How we gather your personal information

Your personal data will generally be collected directly from you or from your employer. However, we may also receive personal data from other parties such as HM Revenue & Customs, the Pensions Ombudsman or someone acting on your behalf, such as an independent financial adviser. If you are receiving a dependant's benefit from the Fund, or a benefit resulting from divorce or the dissolution of a civil partnership, we may have been given your personal data by the member or through enquiries undertaken by us on a member's death. We will not collect any personal data that we do not need.

How we use that information

The Trustees have a legitimate interest in holding and processing the above information about you as it is needed for us to properly administer the Fund and to calculate and pay benefits. We also process and retain personal data:

- to allow us to comply with our obligations towards members under the Fund governing documents, as well as under relevant legislation;
- to the extent required to comply with our duties in relation to individuals using pensions dashboards. This includes "matching", where we use personal data that a user has provided to search our Fund records to check whether that user is a member of the Fund, and where we collect further personal data from that user in the event of a "possible match".

Personal data relating to the Fund is held on paper and on computer systems. As the "data controller", the Trustees must process this information fairly and lawfully.

As part of running the Fund, we may also need to hold and process particularly sensitive information about you and/or your dependants and beneficiaries (known as "special categories of personal data"). Under data protection legislation, details relating to health, racial or ethnic origin, religious or other similar beliefs, sexual orientation and political affiliations are regarded as "special categories of personal data". Except where the legislation allows it, this information cannot be processed or passed to a third party without your explicit consent.

We will not process personal information for any purpose or purposes which we have not told you about. However, there are exceptions to this. For example, if it were obvious to an individual that personal information would be processed for the new purpose or if the new purpose was in fact compatible with the original purpose(s) for which the personal information was collected.



What else we do with personal data

We may transfer, store, or process your personal data outside of the UK or EEA (as appropriate). Where this is the case, we will take reasonable steps to ensure that your personal data continues to be appropriately secured. Such transfers will generally be made relying on UK adequacy regulations. Alternatively, they may be made using the UK's International Data Transfer Agreement or, where relevant, using the UK Addendum to the European Commission's standard contractual clauses, and where we consider that the protection for the data subject's personal data would not be "materially lower" after the transfer. You can find copies of the Agreement and Addendum [here](#).

Who we share it with

We are not allowed to disclose personal data about you to other parties except:

- Where required for contractual or legal reasons or other specifically identified purposes; or
- where you have given your consent.

As the Trustees need help from various advisers to properly administer the Fund, we share personal data with the following:

- [Your current, past or future employer [which may include group companies which are based outside the UK or EEA (as applicable)]. Where data is sent outside the UK or EEA as applicable, appropriate safeguards are put in place to ensure that your data is kept secure
- The Fund's professional advisors, including the scheme actuary, auditor, medical advisers, investment adviser, lawyers, annuity brokers and Scheme auditors.
- The third parties who are responsible for the day-to-day administration of the Fund on behalf of the Trustees which may involve your data being sent outside the UK or EEA (as applicable). Where data is sent outside the UK or EEA (as applicable), appropriate safeguards are put in place to ensure that your data is kept secure.
- HM Revenue & Customs and other statutory bodies (such as the Pensions Ombudsman and the Pensions Regulator) or other third parties as required by law – the Trustee can be fined and subject to other action if they fail to provide certain information to these authorities.
- Persons in connection with any investment changes, sale, merger, acquisition, disposal, reorganisation or similar change involving the Fund (including any counterparties, potential or actual purchaser and their advisers)
- The advisors and printers who help us prepare various communications we send to you, such as the annual benefit statement.
- Our appointed insurance company or companies for the purposes of life insurance and annuity broker and any insurance company who the Trustees have entered into a buy-in policy with
- The personal data we have to supply in order to affect a BACS transfer (the Bankers' Automated Clearing Service)
- Tracing agencies



- Third parties that form part of the “dashboard ecosystem” that enables pensions dashboards services to work, as well as the Scheme’s Integrated Service Provider (ISP), which provides a service allowing pensions information from the Scheme to be connected to the dashboard ecosystem
- depending upon how we pay pensions, the personal data we have to supply in order to effect a BACS transfer (the Bankers’ Automated Clearing Service) in the UK and/or a payment via HSBC or Citibank when pensions are being paid overseas

How long we keep personal data for

We must keep all personal data safe and only hold it for as long as necessary. To meet the requirements of both UK tax and pensions law, we must keep certain personal data (for example, details about the date a member joins the Fund, their name and address, and details of benefits paid) for a minimum of 6 years. Where there is a maximum limit on how long we can keep certain personal data for, such as in relation to pensions dashboards, we will comply with that restriction. But, given the nature of pension schemes, the Trustees may be required to keep some of your personal information for the rest of your life.

However, we review the personal data held in relation to the Fund on a regular basis in accordance with our data retention schedule. If we conclude that certain personal data is no longer needed, that personal data will generally be destroyed.

Your rights

- Right of Access - you have the right to request information about the processing of your personal data, see personal data that is held about you and a right to have a copy provided to you, or someone else on your behalf, in a machine readable (namely, digital) format.
- Right to Rectification - if at any point you believe that the personal data, we hold about you is inaccurate/wrong, you can ask to have it corrected
- Right to Restrict processing – you can require the Trustees to restrict/limit the processing of your personal data in certain circumstances, for example, whilst a complaint about its accuracy is being resolved.
- Right to Object to processing – as we are relying on legitimate interests as a reason for processing, you can object to your personal data being processed, although the Trustees can override this objection in certain circumstances.
- Withdrawing Consent – where you have given us your consent to processing your personal data, you can withdraw that consent at any time by notifying us (see “Who to contact” below). However, withdrawing your consent will not affect the processing of any personal data which took place beforehand and it may be possible for the Trustee to continue processing your personal data where this is justified.
- Right to be forgotten – you can request that your personal data is deleted altogether, although the Trustee can override this request in certain circumstances.
- Right to Portability – you have the right to request the transfer of your personal data to another data controller in a structured, commonly used, and machine-readable format, where applicable.



- Right to Complain - you have the right to complain to the Trustee, to the Information Commissioner's Office, or to bring an action before the court, if your personal data rights are not complied with (see "Making a complaint" below)

You should be aware that taking any of the above steps could impact on the payment of your benefits, your participation in the Fund, and/or our ability to answer questions relating to your benefits.

Information will generally be provided to you free of charge, although the Trustees can charge a reasonable fee in certain circumstances.

Who to contact about your personal data

If you wish to:

- See your personal data or to exercise any of the rights mentioned above.
- Request a hard copy of the notice.
- Make a complaint about how we have handled your personal data.

please contact the Human Resources Department at the following address.

The Servier Laboratories Limited Pension Fund Sefton House, Sefton Park, Bells Hill, Stoke Poges, Slough SL2 4JS.

Tel: 01753 662744 or

Contact us via: www.servier.co.uk/contact-us/

Making a complaint

If you believe your personal data has not been handled in accordance with applicable data protection laws, or if your personal data rights are not complied with you have the right to complain directly to us. Your complaint will be acknowledged within 30 days and investigated and responded to without undue delay. To exercise this right please contact: servier.pensions@aon.co.uk in the first instance.

If you are not satisfied with our response to your complaint, can complain to the Information Commissioner's Office whose helpline number is: 0303 123 1113 or for more information visit their website at <https://ico.org.uk/make-a-complaint/> email at DataPrivacy-UK@servier.com

Updates to this notice

This notice is the latest version as at 7 August 2026

This notice will be updated from time to time, and you see the current version at any time on the Trustee' website at <https://www.servier.co.uk/about-servier-uk/>. Alternatively if you would prefer to receive a hard copy of the notice, please let us know (see "Who to contact" above).