

# DESCRIPTION OF THE FILE

Personal Data Act (523/1999) section 10 and 24

Date of drafting: 1.2.2018

1. Controller	Name Konecranes Plc (0942718-2)
	Contact information Konecranes Plc Koneenkatu 8 (P.O. Box 661) 05830 Hyvinkää
2. The person in charge and/or contact person	Name Laura Kiiski
	Contact information Telephone: +358 (0)20 427 2017 Konecranes Global Corporation Koneenkatu 8 05830 Hyvinkää
3. Name of the register	Registrations for the Annual General Meeting of Konecranes Plc
4. The purpose for processing the personal data / the purpose for the use of a register	<p>The purpose for use of this register is to enable shareholders of Konecranes Plc to register for the Annual General Meeting on the Internet. A technical provider of the service is Euroclear Finland Ltd.</p> <p>The enabling of the registrations for the Annual General Meeting on the Internet shall require the collection of personal data of the shareholders of Konecranes Plc in order for the shareholder to be able to identify himself / herself for the registration and the ownership of shares of the shareholder. Through the same service, the shareholder can authorize a proxy representative by making an electronic authorization.</p> <p>The Company will not disclose the data given for direct marketing purposes.</p>
5. Content of the register	If the shareholder registers on the Internet, Euroclear Finland Ltd shall operate as the technical provider of the collection of personal data. The connection from the user's browser to the server of Euroclear Finland Ltd is encrypted with SSL-technology.

	<p>Through this service the following data can be collected:</p> <ul style="list-style-type: none"> <li>– Name, personal identity number, address, phone number, e-mail address, number of book-entry account, number of shares and votes</li> </ul> <p>The number of book-entry account is used only for the identification in the system of Euroclear Finland Ltd and it is not delivered to the Company.</p> <p>The information will be stored until the beginning of the Annual General Meeting.</p>
6. Regular sources of information	<p>When registering via the Internet, the shareholder shall enter data about himself / herself. By a given personal identity number, the system shall compare the data given with the shareholders' register of Konecranes Plc maintained by Euroclear Finland Ltd and extract the ownership information from the shareholders' register. When making the electronic authorization, the shareholder shall also enter the necessary personal data of the proxy representative.</p>
7. Regular destinations of disclosed data and whether the data is transferred to countries outside the European Union or the European Economic Area	<p>None</p>
8. The principles how the data file/register is secured.	<p>A. Manual register</p> <p>The data shall be stored in an area with restricted access.</p> <p>B. Data register/ADP register</p> <p>Euroclear Finland Ltd shall be responsible for the maintenance of the register. The connection from a user's browser to the server of Euroclear Finland Ltd is encrypted with SSL-technology. Only certain people have access to the system by a user identification and password.</p>
9. Right of access and realization of the right of access	<p>This description of the file and data protection is available on the Company's website at <a href="http://www.konecranes.com/investors/corporate-governance/general-meeting/agm-2018">http://www.konecranes.com/investors/corporate-governance/general-meeting/agm-2018</a> .</p> <p>The shareholder shall have the right of access, after having supplied sufficient search criteria, to the data on him/her in the personal file, or to a notice that the file contains no such data. The controller shall at the same time provide the data subject with information of the regular sources of data in the file, on the uses for the data in the file and the regular destinations of disclosed data.</p> <p>The shareholder who wishes to have access to the data on himself/herself, as referred to above, shall make a request to this effect to the controller by a personally signed or otherwise comparably verified document.</p> <p>Requests for the right of access: Laura Kiiski. Please see the contact information above.</p>

<p>10. Rectification and realization of the rectification</p>	<p>A controller shall, on its own initiative or at the request of the registered shareholder, without undue delay, rectify, erase or supplement personal data contained in its personal data file if it is erroneous, unnecessary, incomplete or obsolete as regards the purpose of the processing.</p> <p>The controller shall also prevent the dissemination of such data, if this could compromise the protection of the privacy of the shareholder or his/her rights.</p> <p>If the controller refuses the request of the shareholder of the rectification of an error, a written certificate to this effect shall be issued. The certificate shall also mention the reasons for the refusal. In this event, the shareholder may bring the matter to the attention of the Data Protection Ombudsman.</p> <p>The controller shall notify the rectification to the recipients to whom the data have been disclosed and to the source of the erroneous personal data. However, there is no duty of notification if this is impossible or unreasonably difficult.</p> <p>Requests for the rectification: Laura Kiiski. Please see the contact information above.</p>
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