

Date of drafting: 1 February 2018

1. Controller	Metsä Board Corporation Revontulenpuisto 2 02100 Espoo, Finland tel. 010 4611
2. Responsible / contact person	Anne Nenonen Metsä Board Corporation Revontulenpuisto 2 02100 Espoo, Finland
3. Name of the register	Registration for the Annual General Meeting of Shareholders of Metsä Board Corporation on 27 March 2018
4. The purpose for processing the personal data / the purpose for the use of the register	The purpose of the register is to enable the shareholders of Metsä Board Corporation to register for the Annual General Meeting of Shareholders to be held on 27 March 2018. Data is required for verification of the shareholders' identity and his/her right to attend the Annual General Meeting of Shareholders.
5. Content of the register	When a shareholder registers in advance on the Internet Euroclear Finland Ltd takes care of the technical implementation of data collection. The telecommunications connection from the user's browser to the server of Euroclear Finland Ltd is encrypted with SSL technology. Through this service the following data can be collected: name, personal ID/business ID, address, telephone number, number of shares and votes.
6. Regular sources of information	When registering on the Internet the shareholder enters the data on himself/herself into the system. When registering by other means the controller shall enter the shareholder's personal data into the system maintained by Euroclear Finland Ltd. By a given personal ID number the system compares the given personal data with the shareholder register of Metsä Board Corporation maintained by Euroclear Finland Ltd and extracts the ownership information from the shareholder register. When entering an authorization, the necessary personal data of the authorised representative is entered into the system as well.
7. Regular destinations of disclosed data and whether the data is transferred to countries outside the EU or the ETA	Personal data will not be disclosed or transferred to countries outside the European Union or the European Economic Area.

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<p>8. The principles on securing the data register</p>	<p>A. Manual register</p> <p>The manual data shall be stored in a locked area and it is available only for the authorised persons.</p> <p>B. Electronic register</p> <p>Euroclear Finland Ltd shall be responsible for the maintenance of the register. The connection from the user's browser to the server of Euroclear Finland Ltd is encrypted with SSL technology. In the application technical data protection is being used, by which the entered data shall remain unchanged and is available only for the authorised persons.</p>
<p>9. Right of access and realisation of the right of access</p>	<p>Regardless of secrecy provisions the shareholder shall have the right of access, after having supplied sufficient search criteria, the data on himself/herself in the data file or to a notice that the file does not contain such data. The controller shall at the same time provide the shareholder with information on the regular sources of data in the file, on the use 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 shall make a written request to this effect to the controller by a personally signed or otherwise comparably verified document or the request needs to be done personally at the controller's principal place of business.</p> <p>Requests for the right of access shall be sent to the following address:</p> <p>Anne Nenonen Metsä Board Corporation Revontulenpuisto 2 02100 Espoo, Finland</p>
<p>10. Rectification and realisation of the rectification</p>	<p>The controller shall, on its own initiative or at the request of a shareholder, without delay rectify, erase or supplement the data contained in the data file if the data is inaccurate, unnecessary, incomplete or obsolete as regards the purpose of processing. The controller shall also prevent the spreading of such data, if this could compromise the protection of the privacy of the shareholder in question or his/her rights.</p> <p>If the controller refuses to rectify the data, a written certificate to this effect shall be issued. The certificate must also mention the reasons for the refusal. The shareholder may bring the matter to the attention of the Data Protection Ombudsman. The controller shall notify of the rectification the recipients to whom the data has been disclosed and to the source</p>

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	<p>of the inaccurate data. If the notification is impossible or unreasonably difficult, there is no obligation to notification.</p> <p>Requests for rectification shall be sent to the following address:</p> <p>Anne Nenonen Metsä Board Oyj Revontulenpuisto 2 02100 Espoo, Finland</p>
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