

Information relating to the use or handling of your data and concerning your rights under the EU General Data Protection Regulation.

This information is being provided to inform you about processing of your personal data and your data protection rights. Specific data and the manner in which it is processed are determined significantly by the performed and agreed services.

Responsibility for data processing and who I can turn to:

Responsibility for data processing:

Kurt Allert GmbH & Co. KG
Austrasse 36
D-78727 Oberndorf a. N.
Tel no.: 0049 7423 8770 0
info@allert.oetiker.com

You can contact our **Data Protection Officer** at: datenschutz@emetz.de

What do we process your data for (purposes of processing) and on what legal basis do we do this?

We observe the EU General Data Protection Regulation (GDPR) and all other relevant laws when processing personal data:

1) For the fulfilment of contractual obligations (Art. 6 (1b) GDPR)

Processing of personal data (Art. 4 No. 2 GDPR) occurs, for example, for the processing of orders, tender preparations and precontractual measures, the performance of services, invoicing and the delivery of goods.

The purposes of processing are primarily determined in this respect by the service to be performed by us.

2) In the context of the balancing of interests (Art. 6 (1f) GDPR)

Where necessary, we also process your data to safeguard our legitimate interests or the legitimate interests of third parties. This may be necessary in the following cases:

- To ensure IT security and IT operations, including tests
- To prevent and resolve criminal offences
- For statistical purposes
- To determine creditworthiness in the case of credit agencies

This list does not represent a complete statement of all processes affected and is only intended as an exemplary description.

3) On the basis of your consent (Art. 6 (1a) GDPR, Art. 9 (2a) in conjunction with Art. 7 GDPR)

Where we have been granted your consent to process personal data for certain purposes (e.g. advertising), the legality of this processing is justified by your consent. Consent which is granted may be revoked at any time. It should be noted that any revocation will be effective for the future. Any processing realised prior to this revocation shall remain unaffected by this.

4) Processing on the basis of statutory requirements (Art. 6 (1c) GDPR)

A situation may arise where we need to process your personal data to meet statutory obligations. These include retention periods under commercial and tax law and, where necessary, information forwarded to authorities.

To whom may data be disclosed (categories of recipients):

Data processing within the company:

We have bundled certain data processing procedures in our company. These are performed centrally by specialised company divisions. Your data may be processed for customer service by telephone, invoicing or the processing of post in this respect.

External contractors and service providers (processors):

External contractors and service providers are in part commissioned by us for the fulfilment of tasks and our contractual performance. These can include document destruction service providers, print service providers, logistics and IT service providers.

Other recipients:

In addition, data may be forwarded to recipients where we are subject to a statutory disclosure obligation (e.g. law enforcement authorities and courts).

Duration of data storage:

Where necessary, we process and store your personal data for the duration of our business relationship. This also includes the initiation and processing of a contract / order. In addition, we are also subject to various retention obligations, some of which arise from obligations pursuant to the German Commercial Code. The duration of storage is also ultimately governed by legal statutes of limitation which are generally 3 years, but may extend for up to 30 years.

Data transmission to third countries:

Data is only transmitted to third-party states (states outside the EU and the European Economic Area (EEA)) where this is necessary for the performance of a contract / order and of the business relationship, including the initiation thereof, and only in observance of the statutory data protection requirements prescribed for this purpose.

Rights of data subjects:

You are entitled to demand information on stored data relating to your person through the contact data specified above (Art. 15 GDPR). In addition, you may under certain circumstance demand the rectification or erasure (deletion) of your data (Art. 16 and 17 GDPR). You have the right to demand the restriction of processing of your personal data (Art. 18 GDPR). Furthermore, you have the right to the release of the data provided by you (data portability) in a structured, commonly used and machine-readable format (Art. 20 GDPR).

Does a duty to provide data exist?

In the context of the initiation of business or a business relationship with us, you are generally only required to provide data which we need for the appropriate establishment, conducting or termination of this relationship. Where the required data is not provided, we may be forced to decline the establishment of a business relationship or be unable to conduct it, or we may be obliged to terminate a relationship of this nature.

Right of complaint:

In the event of a complaint, you have the right to contact the Data Protect Officer specified above or a data protection supervisory authority.

Right of objection to direct advertising:

You have the right to object to processing of your personal data for the purpose of direct advertising.

Where we process your data for the protection of legitimate interests, you may object to this processing if your particular situation gives rise to reasons that constitute an argument against this data processing.