

Information according to Art. 13 / Art. 14 GDPR concerning how your data is processed and your rights according to EU GDPR.

With these notifications, we would like to inform you about how your personal data is processed and the rights to which you are entitled according to data protection. The individual data we process and the way in which this is used is based in principle on the services we render and the agreed services.

Responsible entity for data protection and contact details for the data protection officer:

Responsible entity for data protection:

Probst GmbH

Gottlieb-Daimler-Strasse 6

D-71729 Erdmannhausen

Telephone: +49 (0) 7144-3309-0

Fax: +49 (0) 7144-3309-50

You can reach our **data protection officer** at datenschutz@probst-handling.de

Which data do we use and how do we obtain this data?

In principle, we process personal data we receive from you as part of our initiation of business or ongoing business relationship. We also process – insofar as required – personal data that we have received from third parties (e.g. credit agencies) or based on consent that you have granted. We also process personal data from sources accessible by the general public (e.g. trade register, press, media) that we are permitted to process.

Relevant personal data is master data such as first name, surname, address and communication data (e.g. telephone number, mobile telephone number, email address). Such data moreover may also be pre-contract initiation data, contract and assignment data, supply and delivery data, as well as credit worthiness data.

To which end do we process your data (purpose of processing) and what is the legal basis thereof?

We process personal data in accordance with the EU General Data Protection Regulation (GDPR) as well as all further authoritative statutes:

1) To fulfil contractual duties (art. 6 section 1b) GDPR)

Personal data is processed (art. 4 no. 2 GDPR) for example to process assignments, create offers and pre-contract measures, render services, raise invoices and deliver goods. The purpose for which data is processed is based predominantly on the service we are rendering.

2) As part of a consideration of interests (art. 6 section 1f) GDPR)

Insofar as required, we process your data also to maintain justified interests on our part or on the part of third parties. This may be the case, for example:

- as part of ensuring IT security and IT operations including tests
- to prevent and clear up criminal acts
- for statistical purposes
- to calculate credit worthiness at credit agencies
- for advertising purposes

If we process your data to maintain justified interests, you may object to this consent if reasons for such arise contrary to data processing.

Right of objection for direct advertising:

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

3) Based on your consent (art. 6 section 1a) GDPR, art. 9 section 2a) in connection with art. 7 GDPR)

Insofar as you have provided consent to process personal data for specific purposes (e.g. to receive a newsletter), this processing is legal based on your consent. Consent you have granted in the past may be revoked at any time. Please bear in mind that the revocation applies for the future. Processing that took place before revocation is not affected.

4) Processing based on statutory regulations (art. 6 section 1c) GDPR)

It may be the case that we process your personal data to fulfil statutory duties. These include, for example, storage periods under trade and tax law, as well as disclosure of information to authorities if applicable.

To whom is data forwarded (recipient categories)?

Data processing within the business:

We have bundled certain data processing tasks within our business. They are assumed centrally by specialised business areas. In the process, your data for example can be processed for telephone-based support or invoicing.

External contractors and service providers (contracted processors):

To fulfil our tasks and contracts, we use external contractors and service providers to a certain extent. These may include, for example: data shredders, printing service providers, logistics or IT service providers.

Further recipients:

Moreover, data may be forwarded to recipients to whom we are obliged to forward the data due to statutory duties (e.g. criminal prosecution bodies and courts).

Data storage duration:

Insofar as required, we process and save your personal data for the duration of our business relationship. This includes also initiating and processing a contract or assignment. We are also subject to various storage duties resulting from the German Commercial Code, inter alia. The storage duration ultimately results also from statutory limitation periods, which usually can last 3 years but also up to 30 years.

Data transmission to third-party countries:

Data is transmitted to third-party countries (states outside of the EU and the European Economic Area, EEA) only insofar as this is required to execute a contract / assignment / business relationship including initiating it, and only taking into account the requirements in this regard under data protection law.

Rights of affected persons:

You can request disclosure about the data saved on your person c/o the contact details stated above. (art. 15 GDPR). Additionally, under certain circumstances you may request that your data is corrected or deleted (art. 16 and 17 GDPR). You have the right to restrict your personal data being processed (art. 18 GDPR). Moreover, you have the right to be furnished with the data that you have provided in a structured, standard machine-readable format (art. 20 GDPR).

Are you obliged to provide data?

As part of initiating a business relationship or an ongoing business relationship with us, you have to provide generally only the data we require to justify, execute or complete this relationship accordingly. Without you providing the required data, we may have to reject establishing a business relationship, not be able to execute such, or even have to end such a relationship.

Right of complaint:

You have the option of complaining to the data protection officer named above or to the supervisory body responsible for data protection.