

Surpro GmbH

data protection

Version May 2018

A. Data privacy statement corresponding to the GDPR

I. Name and address of party responsible

Party responsible in terms of the General Data Protection Regulation and other national data protection acts of other member states as well as any other data protection legal terms is:

SURPRO GmbH

Rumflether Straße 13

25554 Wilster

Germany

Phone: +49 (0)4823 - 770

E-Mail: kontakt@surpro.de

Website: www.surpro.de

II. Name and address of data protection official

Data protection official of the party responsible is:

Anna-Katharina Stücker

Surpro GmbH

Rumflether Straße 13

25554 Wilster

Germany

Phone: +49 (0)4823-7710

E-Mail: stuecker@surpro.de

Website: www.surpro.de

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III. General information on data processing

1. Scope of the processing of personal data

We only collect and use our users' personal data insofar as this is necessary to provide a functional website as well as our contents and services. The processing of our users' personal data takes place constantly only with the compliance of our users. An exception applies in such cases where prior consent cannot be achieved due to real reasons and where data processing is permitted by legal instructions.

2. Legal basis for personal data processing

Insofar as we receive the user's compliance for personal data processing, art. 6 para. 1 lit. a of the EU General Data Protection Regulation (GDPR) represents the legal basis.

Art. 6 para. 1 lit. b serves as legal basis in the processing of personal data that is required to fulfil a contract which the person concerned is a contracting party to. This also applies to processing incidents that are necessary for pre-contractual provisions.

Insofar as processing of personal data is necessary to fulfil a legal obligation which our company is subject to, art. 6 para. 1 lit. c serves as legal basis.

In the case of essential interests of the person concerned or any other natural person requiring the processing of personal data, art. 6 para. 1 lit. d GDPR serves as legal basis.

If processing is necessary to protect a justified interest of our company or of a third party and if the interests, basic liberties and fundamental freedoms, of the person concerned do not outweigh the first mentioned interest, art. 6 para. 1 lit. f represents the legal basis for the processing.

3. Deletion of data and duration of storage

The personal data of the person concerned will be deleted or blocked whenever the purpose of storage does not apply anymore. Furthermore, data storage can also apply if the party responsible is subject to EU regulations, laws and other legal acts, by the European or national lawgiver, that provide

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data storage. Data blocking or deletion also applies when the mandatory period for data storage regulated by the mentioned standards is overdue, unless it is required to continue the storage in order to conclude or fulfil a contract.

IV. Provision of the website and creation of logfiles

1. Description and scope of data processing

Our system collects data and information from the computer system of the calling computer automatically with every visit on our website. The following data are collected:

- (1) Information about the browser type and version used
- (2) The user's operating system
- (3) The user's Internet service provider
- (4) The user's IP address
- (5) Date and time of the website call
- (6) Websites from which the system of the user accesses to our website

The data are also saved in logfiles of our system. The storage of these data together with other personal data of the user does not occur.

2. Legal basis for data processing

Legal basis for a temporary data and logfiles storage is art. 6 para. 1 lit. f of the GDPR.

3. Purpose of data processing

The temporary storage of the IP address by the system is necessary to enable the website to be delivered to the user's computer. For this purpose the IP address of the user must be stored for the duration of the session.

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The storage of logfiles takes place to ensure the functionality of the website. Furthermore, the data help us to optimize the website and to ensure the safety of our communication systems. An evaluation of the data for marketing issues does not take place in this context.

Our legitimate interest in data processing pursuant to art. 6 para. 1 lit. f GDPR also lies in these purposes.

4. Duration of storage

The data will be deleted once they are no longer required to achieve the purpose for which they were collected. In the case of data storage for the provision of the website, this is the case once the respective session has ended. If data are stored in logfiles, this will be the case by six weeks. Data storage for a longer period is possible. In this case the users' IP addresses will be deleted or amended to avoid the possibility of correlation of the calling clients.

5. Possibilities for objection and clearance

The collection of data for the provision of the website and the storage of data in logfiles is compulsory for the operation of the website. As a consequence, there is no possibility to object on the side of the user.

V. Use of Cookies

a) Description and scope of data processing

Our website does not use any Cookies. Cookies are text files that are stored within the Internet browser or by the Internet browser on the user's computer system. If a user visits a website, a Cookie may be stored on the user's operating system. This Cookie contains a characteristic character string that allows a clear identification of the browser when calling the website again.

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b) Legal basis for data processing

Not applicable

c) Purpose of data processing

Not applicable

d) Duration of storage, possibilities for objection and clearance

Not applicable

VI. Contact form and e-mail contact

1. Description and scope of data processing

Contacting is possible via provided e-mail addresses. In this case the user's personal data forwarded by e-mails will be stored.

There will be no transmission of data to a third party in this context. The data will be used for the processing of the conversation exclusively.

2. Legal basis for data processing

Legal basis for data processing with the existence of the user's agreement is art. 6 para. 1 lit. a GDPR. Legal basis for the processing of data that are transmitted by e-mail is art. 6 para. 1 lit. f GDPR. Additionally, art. 6 para. 1 lit. b GDPR serves as legal basis for data processing if the e-mail contact focuses on contract conclusions.

3. Purpose of data processing

Contacting via e-mail is one way to show the compulsory justified interest in data processing.

4. Duration of storage

The data will be deleted once they are no longer required to achieve the purpose for which they were collected. This is the case for personal data, that were sent via e-mail, once the respective

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conversation with the user has ended. The conversation is over as soon as the circumstances point out that the issue concerned has been clarified.

5. Possibilities for objection and clearance

The user has the right to revoke his agreement to the personal data processing at any time. The user may veto the storage of his personal data at any time when contacting us via e-mail. In such a case it is not possible to continue the conversation.

The revokement of the agreement and the objection to the personal data storage needs to be made in writing and sent to the under point I. "Name and address of party responsible" mentioned contact details.

All personal data that were stored during the first contacting will be deleted in this case.

VII. Rights of the person concerned

If your personal data are processed, you are the person concerned in the meaning of the GDPR and you have the following rights against the party responsible:

1. Right of information

You may ask the party responsible to confirm whether we process personal data relating to you or not.

If such processing does take place, you may request the following information from the party responsible:

- (1) The purposes for which the personal data are processed
- (2) The categories of personal data being processed
- (3) The recipients or the categories of the recipients to whom the personal data relating to you have

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been or are still being disclosed

(4) The planned storage duration of the personal data related to you or, if concrete information regarding this issue is not available, criteria of how the storage duration is specified

(5) The existence of a right of correction or deletion of the personal data related to you, a right of limitation of processing by the party responsible or a right to object to such processing

(6) The existence of a right to complain to a controlling authority

(7) Available information concerning the origin of the data if the data are not collected from the person concerned

(8) The existence of an automated decision-making including profiling referred to art. 22 para. 1 and 4 GDPR and - at least in these cases - significant information on the logic involved as well as the scope and intended effects of such processing for the person concerned.

You have the right to ask for information whether personal data relating to you are transmitted to a third country or an international organization. In this context you may request getting to know the suitable guarantees in connection with the transmission referred to art. 46 GDPR.

2. Right of correction

You have the right of correction and/or completion against the party responsible if the data processed relating to you are incorrect or incomplete. The party responsible must correct the mistake immediately.

3. Right of limitation of processing

You may request limitation of processing of personal data relating to you under the following requirements:

(1) if you dispute the rightness of the personal data relating to you for a period that allows the person responsible to check the correction of personal data;

(2) if the processing is illegal and you refuse the deletion of personal data relating to you and you

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request the limitation of use of your personal data instead;

(3) if the party responsible does not need personal data for the purpose of processing any longer, but you do need them to assert, exercise or defend legal claims, or

(4) if you have entered an objection to the processing pursuant to art. 21 para. 1 GDPR and it has not yet been certain whether the legitimate reasons of the party responsible outweigh your reasons.

If the processing of data relating to you has been limited, these data may - apart from being stored - only be processed with your agreement, or in order to assert, exercise or defend legal claims, or for the security of the rights of other natural or judicial persons or for the reason of an important public interest of the Union or another member state.

If the limitation of processing has been restricted according to the above mentioned conditions, you will be informed by the party responsible before the limitation is interrupted.

4. Right of deletion

a) Duty to delete

You may demand the immediate deletion of the concerning personal data from the party responsible. The party responsible is obligated to delete these data immediately, in case if one of the following reasons applies:

(1) The relevant personal data are not required anymore for the purposes for which they were collected or processed in any other way.

(2) You revoke your agreement, on which the processing was based pursuant to art. 6 para. 1 lit. a or art. 9 para. 2 lit. a GDPR, and there is no other legal basis for the processing.

(3) You enter an objection pursuant to art. 21 para. 1 GDPR against the processing and there are no preferential justified reasons for the processing, or you enter an objection against the processing pursuant to art. 21 para. 2 GDPR.

(4) The personal data relating to you have been processed illegally.

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(5) The deletion of personal data relating to you is required to fulfil legal duties pursuant to the right of the Union or the right of the other member states, that the party responsible is subject to.

(6) The personal data relating to you have been collected referring to offered services by the information organization pursuant to art. 8 para. 1 GDPR.

b) Information to third parties

If the party responsible has made your personal data public and if it is obligated to delete them pursuant to art. 17 para. 1 GDPR, it shall take appropriate measures considering available technology and costs of implementation, also technical measures, in order to inform the person being responsible for personal data processing that you, being the person concerned, have requested the deletion of all links regarding these personal data or copies.

c) Exceptions

The right of cancellation does not exist insofar as the processing is necessary:

(1) to exercise freedom of expression and information;

(2) to fulfil a legal duty, that requires data processing according to the right of the Union or the right of another member state, which the party responsible is subject to, or to take over a task, transferred to the party responsible, that is in the public interest or exercised by public force;

(3) due to public interest in the area of public health pursuant to art. 9 para. 2 lit. h and i as well as art. 9 para. 3 GDPR;

(4) for the purpose of archival storage in the public interest, scientific or historical research purposes or statistical purposes pursuant to art. 89 para. 1 GDPR, insofar as the under para. a) mentioned law is likely to make the fulfilment of the purposes of the processing impossible or seriously affected, or

(5) to assert, exercise or defend legal claims.

5. Right of information

If you have claimed the right of correction, deletion or limitation against the party responsible, it is obligated to inform all parties, that received the personal data concerned, about the correction,

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deletion or limitation of processing, except if this is impossible or connected to unreasonable effort. You have the right to be informed about the recipients by the party responsible.

6. Right of data transferability

You have the right to receive the personal data relating to you, that you have provided to the party responsible, in a structured, established and machine-readable format. Furthermore, you have the right to transfer these data to another party responsible without any hindrance by the party responsible who received the personal data, in case:

- (1) processing is based on an agreement pursuant to art. 6 para. 1 lit. a GDPR or art. 9 para. 2 lit. a GDPR or on a contract pursuant to art. 6 para. 1 lit. b GDPR and
- (2) processing is carried out by automated methods.

In exercising this right you have the right to request the transfer of personal data relating to you on direct way from one party responsible to another party responsible if this is technically possible. The freedoms and rights of other people must not be affected by this.

The right of data transferability does not apply to processing of personal data that is required to carry out a task, that is in the public interest or carried out by public force, conferred on the party responsible.

7. Right of objection

You have the right to object at any time to the processing of personal data relating to you that are collected pursuant to art. 6 para. 1 lit. e or f GDPR, for reasons, that arise from your especial circumstances; this also applies to profiling based on these provisions.

The party responsible does not process the personal data relating to you anymore, unless it can prove compelling and protection requiring reasons for the processing that outweigh your interests, rights

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and freedoms, or the processing focuses on assertion, exercising or defence of legal claims.

You have the right to object personal data processing at any time if the personal data relating to you are processed in order to do direct advertising; this also applies on profiling, insofar as this is connected to such kind of direct advertising.

If you object to processing for the purpose of direct advertising, the personal data relating to you will not be processed for these purposes anymore.

You have the possibility, in context with the use of services provided by the information organization - irrespective of instruction 2002/58/EC -, to perform your right of objection with automated measures using technical specifications.

8. Right to revoke the data protection declaration of consent

You have the right to revoke your data protection declaration of consent at any time. The revocation of consent shall not affect the legality of the processing until the revocation takes place.

9. Automated decisions in individual cases including profiling

You have the right not to be subject to a decision - including profiling - based exclusively on automated processing, that has legal effects against or similar impacts on you. This does not apply if the decision:

- (1) is necessary to conclude or fulfil a contract between you and the party responsible;
- (2) is acceptable due to legal instructions of the Union or the member states that the party responsible is subject to, and if these legal instructions include appropriate measures to protect your rights and freedoms as well as your justified interests or
- (3) with your explicit consent.

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However, these decisions may not rely on special categories of personal data pursuant to art. 9 para. 1 GDPR if art. 9 para. 2 lit. a or g GDPR does not apply and reasonable measures for the protection of rights and freedoms as well as your justified interests were not taken. In reference to cases mentioned under point (1) and (3) the party responsible shall take reasonable measures to protect the rights, freedoms and your justified interests, including at least the right to obtain the intervention of a person by the party responsible to state his own point of view and to challenge the decision.

10. Right of complaint to a supervisory authority

Regardless of any other administrative or judicial means, you have the right of complaint to a supervisory authority, especially in the member state of your domicile, your place of work or the place of the suspected infringement, if you consider that the processing of personal data relating to you offends against the GDPR.

The supervisory authority which the complaint was submitted to shall inform the complainant about the status and the incidents of the complaint including the possibilities of a judicial mean under art. 78 GDPR.

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