

SEMDATEX GmbH

Privacy policy according to DSGVO of SEMDATEX GmbH for customers and contacts

1. Name and address of the responsible person

The controller within the meaning of the General Data Protection Regulation (GDPR) and other national data protection laws of the member states as well as other data protection regulations is the:

SEMDATEX GmbH

Represented by the Managing Directors Henrik Schmidt, Dr. Volker Gerhard Leonhardt

Albert-Einstein-Strasse 14, 12489 Berlin

Email: info@semdatex.com

Hereinafter referred to as "we".

2. Contact details of our data protection officer

Ralph Holste

Email: datenschutz@semdatex.com Phone:

030/12084399

3. General information on data processing

This data protection information applies exclusively to the processing of personal data in connection with customers of our services, which can be viewed at www.semdatex.com or www.semdatex.de (hereinafter "Services and Benefits").

4. Data processing when you visit our website

If you visit our website www.semdatex.com or www.semdatex.de, the privacy information for our website applies, which you can access there.

5. Processing of data from customers

If you contact us or make use of our services as a contractual partner, we process the data you provide in the process in order to create a customer account with us and to be able to manage and support you in our system. Data in this sense are:

- Name of the facility
- Address
- Phone number/Fax number

- Email
- Address
- Name, first name
- Other contact persons
- Communication data
- Infrastructure data
- Other data relevant to the contract
- With conclusion of the contract: other billing-relevant data, if applicable.

The legal basis is the concluded contract or the pre-contractual legal relationship, Art. 6 (1) lit. b DSGVO, as the processing of this data is necessary for the performance of the contract. This also applies to processing operations that are necessary for the performance of pre-contractual measures. Should it only come to contacting you for information purposes, we have a legitimate interest pursuant to Art. 6 (1) lit. f DSGVO to process your contact data for the purpose of communicating with you. If we receive your contact data from publicly accessible sources (e.g. public websites of the customer or public pages of professional networks), we also process this data for the above-mentioned purposes based on our legitimate interest, Art. 6 (1) lit. f DSGVO, to offer our services to suitable customers.

Contractual data is retained for the term of the contract, then for the duration of the statutory retention periods and then deleted. This is usually 10 years for documents related to the contractual relationship, taxes and bookings. If a contractual relationship has not existed at any time, personal data will be deleted after two years.

6. Data processing for security

The systems we use also process personal data by means of so-called log files. The legal basis is our legitimate interest pursuant to Art. 6 (1) lit. f DSGVO to maintain the availability and integrity of the systems and to detect any vulnerabilities and attacks on the systems. This applies in particular to email communication. Any personal log files are stored daily in anonymized form and deleted after nine weeks at the latest.

7. General information about data deletion

In deviation from the above, further storage may take place instead of deletion if this has been provided for by the European or national legislator in Union regulations, laws or other provisions to which the controller is subject.

8. Recipient categories

The following categories of recipients receive personal customer/contract-specific data, in order to carry out the data processing described above:

- SEMDATEX GmbH employees: all data mentioned above and transmitted by email
- IT administration: all above data
- CRM software provider
- Tax office: all accounting and tax relevant data
- Collection agency: all billing-relevant data

9. Transfer to third countries

If personal data is transferred to service providers outside the EU or the European Economic Area (EEA) who are bound by instructions, the transfer takes place insofar as the third country has been confirmed by the EU Commission to have an adequate level of data protection or in accordance with the principles of the so-called Privacy Shield and on the basis of so-called standard contractual clauses of the EU Commission.

10. Your rights according to DSGVO

If personal data is processed by you, you are entitled to the following rights against us as the controller in accordance with the requirements of the GDPR:

- Right to Information,
- Right of rectification,
- Right to restriction of processing,
- Right of deletion,
- Right to be informed,
- Right to data portability,
- Right to object,
- Right to withdraw consent under data protection law,
- Objection to automated decision-making in individual cases, including profiling.

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your residence, workplace or the place of the alleged infringement, if you consider that the processing of personal data concerning you infringes the GDPR.

11. Status and update of this privacy policy

This Privacy Policy is current as of 09 December 2020. We reserve the right to update the Privacy Policy in due course to improve data protection and/or to adapt it to changes in government practice or case law.