

# Information obligations according to Art. 13 DSGVO for customers and interested parties

Data protection and the protection of your personal data is our top priority. We inform you below about the processing of your personal data in the company. Personal data is processed in accordance with the provisions of the General Data Protection Regulation (DSGVO), the new Federal Data Protection Act (BDSG-neu) and the Telemedia Act (TMG).

## **Name and address of the responsible person**

Greenbone AG  
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49074 Osnabrück  
Represented by the management:  
Dr. Jan-Oliver Wagner

Phone: +49541-760278-0  
E-mail: [info@greenbone.net](mailto:info@greenbone.net)

## **Contact details of the data protection officer**

Matthias Wöstemeyer, c/o C&S Consulting, Overbergstraße 45, 49124 Georgsmarienhütte, Germany  
E-mail: [datenschutz@greenbone.net](mailto:datenschutz@greenbone.net)

## **Processing of personal data in the company**

We process personal data that we receive from you in the context of an inquiry, the initiation of business or our business relationship. We further process, to the extent necessary for the performance of the contract, personal data that we have permissibly received from other companies or from other third parties (e.g. for the execution of orders, for the performance of contracts or on the basis of consent given by you). On the other hand, we process personal data that we have permissibly obtained from publicly accessible sources and are allowed to process.

Relevant personal data are personal details (name, address and other contact details, date and place of birth and nationality). In addition, this may also include order data, data from the fulfillment of our contractual obligations, information about their financial situation (creditworthiness data), advertising and sales data, documentation data, as well as other data comparable with the aforementioned categories.

## **1. Purposes and legal bases of the processing operations**

The purposes of the processing are primarily based on the service you have ordered or requested.

1.1. The processing is necessary for the performance of a contract or for the performance of pre-contractual measures ((Art. 6 para. 1 letter b DSGVO).

- The processing of personal data is carried out for the provision and mediation of commercial transactions, in particular for the execution of our contracts or pre-contractual measures with you and the execution of your orders. Furthermore, for the execution of contracts in the employment relationship.

1.2. The processing takes place within the framework of the balancing of interests (Art. 6 para. 1 letter f DSGVO). As far as necessary, we process your data beyond the actual fulfillment of the contract to protect legitimate interests of us or third parties.

- Data exchange with credit agencies (SCHUFA, Creditreform) to determine creditworthiness or default risks
- Advertising or market and opinion research, insofar as you have not objected to the use of your data
- Assertion of legal claims and defense in legal disputes
- Ensuring IT security
- Prevention and investigation of criminal acts
- Measures for building and plant security (especially video surveillance)
- Measures for business management and further development of services and products.

1.3. You have given your consent to the processing of personal data concerning you for one or more specific purposes (Art. 6 para. 1 letter A DSGVO).

- If you give us consent to process personal data for certain purposes (e.g. advertising, newsletter mailing, publication of photos or personal data), the lawfulness of this processing is based on your consent.
- Any consent given can be revoked at any time. This also applies to the Revocation of declarations of consent given to us before the applicability of the GDPR, i.e. before May 25, 2018.
- The revocation shall only apply with effect for the future. Processing that took place before the revocation is not affected.

1.4. The processing is necessary for compliance with a legal obligation to which we are subject (Article 6(1)(C) DSGVO).

- As a company, we are subject to various legal obligations in the context of tax and social security monitoring and reporting requirements. Further requirements may arise from the German Disabled Persons Act (Schwerbehindertengesetz), trade associations, fraud and money laundering prevention, compliance with the requirements of the EU Anti-Terrorism Regulation, and others.

## **2. Recipients or categories of recipients of the data (if a data transfer takes place)**

2.1. Within the company, those departments receive your data that require it to fulfill our contractual and legal obligations. Processors used by us (Art. 28 DS-GVO) may also receive data for these purposes. These are companies in the categories of credit services, IT services, printing services, telecommunications, advice and consulting, and sales and marketing.

2.2. Companies outside the company may receive your data if they need it to fulfill our contractual obligations. Under these conditions, recipients of personal data may be, for example:

- Tax advisor, auditor, consultant
- Lawyers (disputes, debt collection, etc.)
- Technician / craftsman (maintenance, repair measures)
- Transport and logistics companies
- Collection company
- Banks/Savings Banks
- Credit bureaus(SCHUFA, Creditreform)

## **3. Duration of storage or criteria for determining the duration**

To the extent necessary, we process and store your personal data for the duration of our business relationship, which also includes, for example, the initiation and execution of a contract. In addition, we are subject to various storage and documentation obligations, which mainly result from the German Commercial Code (HGB) and the German Fiscal Code (AO). The retention and documentation periods specified there are six to ten years.

Finally, the storage period is also assessed according to the statutory limitation periods, which, for example, according to §§ 195 et seq. of the German Civil Code (BGB) are usually 3 years; if it is necessary to preserve evidence, for example in the context of legal proceedings, the limitation periods of the German Civil Code (BGB) can be up to 30 years if a legal title exists.

After termination of the contractual relationship, the deletion takes place after expiry of the legal storage regulations.

#### **4. Information on the rights of the data subjects**

Every data subject has the following data protection rights under the GDPR:

- Right to information according to Art. 15 DSGVO
- Right to correct inaccurate data according to Art. 16 DSGVO
- Right to deletion according to Art. 17 DSGVO
- Right to restriction of processing according to Art. 18 DSGVO
- Right to data portability according to Art. 20 DSGVO
- Right of objection according to Art. 21 DSGVO

To exercise your above-mentioned rights or to revoke your consent, please contact the above-mentioned responsible office.

You have the right to complain to a supervisory authority. You may exercise this right by contacting a supervisory authority in the Member State where you are located, where you work or where the alleged infringement took place.

Before you contact the competent supervisory authority with a complaint, we would like to ask you to clarify this matter with our data protection officer.

#### **5. Planned data transfer to third countries**

Currently, no data transfer to third countries takes place and is not planned for the future.

#### **6. Voluntariness and obligation to provide personal data**

Within the scope of our business relationship, those personal data must be provided which are necessary for the establishment and implementation of a business relationship and the fulfillment of the associated contractual obligations or which we are legally obligated to collect. Without this data, we are not able to conclude a contract or carry it out.

#### **7. Automated decision making including profiling**

For the establishment and implementation of the business relationship, we generally do not use exclusively automated decision-making within the meaning of Art. 22 DSGVO.