

Data Privacy Information for Customers, Suppliers and other Data Subjects (hereinafter referred to as “Data Protection Notes”)

With these Data Protection Notes, JUWI GmbH (hereinafter “JUWI”) wishes to inform you about the processing of personal data by JUWI and about your rights pursuant to the data privacy laws.

These Data Protection Notes apply for customers, landowners, suppliers and other data subjects¹. When the data subject is not, at the same time, a customer or supplier, the customer respective supplier shall pass these Data Protection Notes on to the affected data subject.

1. Name and contact details of the controller and the data protection officer

These Data Protection Notes apply for data processing by:

Person responsible:

JUWI GmbH,

Energie-Allee 1, 55286 Wörrstadt, Germany

Email: info@juwi.de

Telephone: +49 6732 9657 0

Fax: +49 6732 9657 7001

External data protection advisor:

PROLIANCE GmbH

Leopoldstraße 21

80802 München

datenschutzbeauftragter@datenschutzexperte.de

The company Data Protection Officer at JUWI can be reached under datenschutz@juwi.de or under the abovementioned address.

2. Processing of personal data, type and purpose of use and retention period

The processing of your personal data ensues in compliance with the terms of the EU General Data Protection Regulation (GDPR) and the German Data Protection Act (*Bundesdatenschutzgesetz*) 2018 (BDSG).

Within the framework of the initiation, entering into, processing and execution of the contractual relationship and/or any other cooperation, we collect especially the following information:

- Title, first name, surname, academic title
- Email addresses
- Postal address
- Telephone numbers (landline and/or mobile)
- Fax numbers
- Property details
- Bank details
- Function in company/public body

This data is collected for the following purpose:

- To identify you;
- To permit execution of our contract;
- Correspondence and communication with you;
- Invoicing;
- Credit check;
- Execution of any existing claims and the establishment of any claims against you resp. the customers or suppliers.

In addition – where necessary in the context of the contractual relationship and/or any other cooperation - we process personal data, which we obtain lawfully from public sources (e.g. public registers, press, internet) or which is legitimately passed on by other third parties.

The data processing shall ensue at your request or at ours and is, pursuant to Art. 6, Section 1, S. 1 lit. b GDPR, necessary for the named purposes for steps to be taken prior to entering into a contract, for the adequate performance of a contract, for the mutual meeting of obligations arising from the contract and for the termination of the contractual relationship. Furthermore, we process personal data as required for compliance with a legal obligation (e.g. commercial and fiscal obligations to retain records) pursuant to Art. 6, Section 1, S. 1 lit. c GDPR. In addition, we process personal data of the purpose of the legitimate interest pursuant to Art. 6, Section 1, S. 1 lit. f GDPR to inform you about news or events and to get feedback from you on the quality of our services.

The personal data collected by us for the contract will be stored until expiry of the statutory retention period (6 years from the end of the calendar year in which the contract was terminated) and then deleted, unless pursuant to Art. 6, Section 1, S. 1 lit. c GDPR,

¹ e.g. Employees, other authorized representatives/agents

we are obliged to observe a longer retention period due to fiscal or commercial retention and documentation stipulations (e.g. arising from HGB, StGB, AO or GwG) or you have consented to an extension of the retention period pursuant to Art. 6, Section 1, S. 1 lit. a GDPR.

3. Passing on of data to third parties

Within JUWI, those bodies shall be given access to personal data which require same for compliance with their contractual or statutory obligations. Your personal data will be passed on to third parties where, pursuant to Article 6, Section 1, S. 1 lit. b GDPR this is necessary for the initiation, entering into, processing and execution of contracts and/or for other cooperation, or for the pursuit of legitimate interests pursuant to Article 6, Section 1, S. 1 lit f. This includes, in particular, the passing on to companies of the JUWI Group (pursuant to Sections 15 AktG; these are all companies associated with JUWI GmbH), subcontractors, cooperation partners, banks and their representatives, lawyers and tax consultants, courts and other public bodies as well as translators for the purpose of correspondence and for the assertion of claims and/or rights, and for the defence of rights, as well as IT service providers employed by us in the context of the processing of data, or insurance companies as well as service providers for the dispatch of letters and customer surveys. The data passed on may only be used by the third party for the specified purposes. No transfer of your personal data to third parties for purposes other than those stipulated above will occur.

4. Third country transfer

We generally endeavor to process your personal data only within the EU/EEA. If a transfer of personal data to third countries outside the EU/EEA (e.g., to the USA) is necessary (e.g., for contract performance) or if it is carried out by our data processors, further appropriate guarantees are required to ensure a level of data protection that corresponds to that of the GDPR. To ensure this, we have secured appropriate safeguards in accordance with Article 46 of the GDPR (e.g., EU Standard Contractual Clauses in accordance with Article 46(2)(c) of the GDPR) and, where applicable, additional safeguards. These oblige the recipient of the data in countries outside the EU to process the data in accordance with the level of data protection in Europe.

5. Rights of data subjects

You have the following rights:

- Pursuant to Article 7, Section 3 GDPR, the right to express the withdrawal of your consent to us at any time. This also applies for the withdrawal of declarations of consent issued to us prior to the coming into effect of the GDPR, i.e. prior to May 25, 2018. The withdrawal of consent means that we may no longer proceed with the processing of data based on this consent in the future;
- Every data subject has the right to information pursuant to Art. 15 GDPR, the right to rectification pursuant to Art. 16 GDPR, the right to erasure pursuant to Art. 17 GDPR, the right to restriction of processing pursuant to Art. 18 GDPR, the right to notification pursuant to Art. 19 GDPR and the right to data portability pursuant to Art. 20 GDPR.
- complain to a supervisory authority in accordance with Art. 77 DSGVO. As a rule, you can contact the supervisory authority of your usual place of residence or workplace or our registered office for this purpose.
- Pursuant to Article 77, GDPR the right to lodge a complaint with a supervisory authority. Generally, you can contact the supervisory authority at the location in which you have your customary place of residence or place of work or the location of our official business address.

6. Right to object

Where your personal data is processed on the grounds of legitimate interest pursuant to Article 6, Section 1, S. 1 lit. f GDPR, you have the right, pursuant to Article 21 GDPR, to object at any time to the processing of your personal data, provided grounds apply which arise from your particular circumstances. An objection to direct marketing is possible at any time without stating reasons.

If you wish to exercise your right to object, an informal declaration to JUWI will suffice, which may also be sent by email to datenschutz@juwi.de

7. Necessity of the provision of personal data

The provision of personal data for the decision on the conclusion of a contract, the performance of a contract or for the implementation of pre-contractual measures is voluntary. However, we can only make a decision in the context of contractual measures if you provide personal data that is required for the conclusion of the contract, the performance of the contract or pre-contractual measures.

8. Automated decision making

For the establishment, fulfillment or implementation of the business relationship as we as for pre-contractual measures, we generally do not use fully automated decision-making pursuant to Art. 22 DSGVO. Should we use these procedures in individual cases, we will inform you separately or obtain your consent, if this is required by law.