### **Privacy Policy**

# of GROB-WERKE GmbH & Co. KG Duty to inform participants in GROB events acc. to Article 13 GDPR

The protection of personal data is important to GROB-WERKE GmbH & Co. KG and is also required by law. With the following information, we would like to give you an overview of the processing of your personal data by us and your rights under data protection law.

# Name and contact data of the data controller pursuant to the General Data Protection Regulation (GDPR):

GROB-WERKE GmbH & Co. KG represented by Managing Director Mr. Wolfram Weber Industriestrasse 4 87719 Mindelheim

#### Name and contact information of our Data Protection Officer:

GROB-WERKE GmbH & Co. KG Data Protection Officer Industriestrasse 4 87719 Mindelheim

e-mail: datenschutz@grob.de

#### What type of personal data do we collect?

As part of the event, we process the data you provide during registration:

- Contact information, in particular first and last name, address, telephone number and e-mail address, if applicable
- Details of the company or institution for which you work
- Information about your professional position
- Any photos and video recordings you may have taken at the event

As a rule, we collect this data directly from you. In individual cases, we receive personal data about you from the company or institution for which you work so that we can invite you to one of our events.

If you take part in a sweepstake during the event, we will process the data you have entered for this purpose to carry out the sweepstake.

We use the chat software "tawk.to". You can use the chat like a contact form to chat almost in real time with our staff. When starting the chat, the following personal data is collected:

- date and time of the call,
- IP address,
- operating system used,
- URL of the previously visited website,
- amount of data sent,
- and if specified: First name, last name and e-mail address.

Depending on the course of the conversation with our employees, further personal data may arise in the chat, which are entered by you. The nature of this data depends largely on your request or the problem you describe to us. The purpose of processing all this data is to provide you with a fast and efficient means of contact and thus to improve our customer service.

#### Why do we process your data (purpose of processing)?

We use your contact information (name, postal address, e-mail address) to send you invitations to our events that match your interests and materials relevant to the event (e.g. program) by mail or e-mail. The legal basis is Article 6 (1) sentence 1 lit f.) GDPR based on our legitimate interest in adequate communication.

Your data are processed for the following:

- To organize and carry out the respective event
- If necessary, to create a certificate of attendance
- Statistical evaluation of the event
- To increase the efficiency of products, for example by measuring customer satisfaction
- Direct communication with the participants (live chat)
- Contact with participants
- To hold a sweepstake
- Guaranteeing IT security and IT operation

When you open the web page, the chat widget is loaded in the form of a JavaScript file. The chat widget technically represents the source code that is executed on your computer and enables the chat. In addition, we store the chat history for a period of 3 years. This serves the purpose of sparing you extensive explanations about the history of your inquiry under certain circumstances as well as for the constant quality control of our chat offer. The processing is therefore permitted in accordance with art. 6 para. 1 letter f DSGVO (General Data Protection Regulation). If you do not wish to do so, you are welcome to inform us using the contact details listed below. Stored chats will then be deleted by us without delay.

The storage of chat data also serves the purpose of ensuring the security of our IT systems. This is also our legitimate interest, which is why the processing is permitted according to art. 6 (1) f DSGVO.

#### Storage duration of personal data

Your personal data will be processed for the time necessary to fulfil the above-mentioned purposes. If the data are no longer required to fulfil contractual or legal obligations, they will be deleted on a regular basis, unless – short-term – further processing is required for the following purposes:

- to fulfil retention obligations under commercial and taxation law that can ensue, e.g. from: the Commercial Code (HGB), Fiscal Code (AO). The periods for storage and/or documentation are usually six to ten years.
- the preservation of evidence under the statutory limitation regulations. In accordance with Section 195 et seq. of the Civil Code (BGB), these statutory limitation periods can be up to 30 years, the regular period of limitation being 3 years.

#### Use of cookies

Cookies and tracking mechanisms may be used in the provision of our online events. Cookies are small text files that are stored on the computer system by the internet browser. If you open this website again, your browser will return the content of the cookies to the provider concerned, and therefore the end device can be recognized. Cookies allow us to optimize our online services and facilitate their use for you.

#### **Technically necessary cookies**

Our website uses essential cookies, without which the technical provision of the online service cannot be ensured. These include, for example, cookies that store data to ensure the smooth playback of video or audio content.

These cookies are automatically deleted at the end of your session.

Your consent is not required for the use of strictly necessary cookies. Cookies that are required for the electronic communication process or to provide certain desired functions (e.g., shopping basket function) are stored in accordance with Art. 6, para. 1, lit. f of the European GDPR. The website owner has a legitimate interest in storing cookies for the technically error-free and optimized provision of its services. Insofar as other cookies (e.g., cookies to analyze your browsing behavior) are stored, they are treated separately in this Privacy Policy.

#### Technically unnecessary cookies and tracking mechanisms

Marketing cookies are used for the purpose of improving the quality of our website and its contents. These analysis cookies inform us how the website is used allowing us to continuously optimize our service. We only use these cookies and tracking mechanisms if you have given us prior consent. An exception is the cookie storing the current status of your privacy settings (selection cookie). This cookie is set under Article 6, paragraph 1 lit. f of GDPR.

## Managing your settings for technically unnecessary cookies and tracking mechanisms

When you visit our internet sites, you are asked in a cookie layer if you give us permission to use marketing cookies and/or tracking mechanisms. In our Cookie Information, we inform you about the purpose for which these cookies are used, who are the providers, and how long is the lifetime of these cookies. In the privacy settings, you can revoke your given permissions effective for the future or give us your consent at a later date. Please note that when using the tools, your data may be transmitted to recipients outside of the jurisdiction of the European GDPR with no adequate level of data protection in accordance with the European GDPR.

#### Switching off all cookies

You can disable cookies at any time in your internet browser. But some areas of the website may then be limited in their function. However, you can delete or reject all cookies or accept only certain types of cookies through your internet browser. For further information, please consult the help functions of your internet browser.

## Personal data are not disclosed to third parties, with the exception of the following:

- Within our company, those departments that require your data in order to fulfil our contractual and legal obligations have access to such data.
- Transmissions to third parties engaged by us for the purpose of marketing and advertising our in-house products and services, examples include marketing service providers and printing companies;
- Transmissions to specialized service providers which, on our instruction and under our responsibility, process your data for us as part of the aforementioned purposes;
- Within the context of this business relationship, the responsible party may employ order processing and other service providers (for example in the field of information and communication technologies) based outside of the European Economic Area (EEA). In this case, your data is transmitted in compliance with the special requirements of art. 44–49 of the European GDPR, whereas the appropriate level of protection is ensured either via ruling on the adequacy by the European Commission in accordance with Art. 45 of the European GDPR or agreed-upon standard EU contractual clauses in accordance with Art. 46, para. 2, lit. c and d of the European GDPR. These standard EU contractual clauses can be found on the website of the European Commission or a copy can be requested directly from the responsible party.
- Transmissions to third parties to whom we have a legal obligation;
- Transmissions to third parties for the purpose of fulfilling our commercial and tax obligations, examples include our tax consultant.

As a rule, we disclose information about our participants only if statutory provisions so require or the participant has given his or her consent. Under these prerequisites, recipients of personal data include:

- public bodies and institutions,
- other companies within the Group,
- service providers we engage as part of a contract processing relationship (Article 28 GDPR) in order to process personal data for us.

Other data recipients include those bodies for which you have granted your consent to data transmission or waived consent or to which we are authorized to transmit personal data for the balancing of interests.

#### Legal right of appeal

You have the right

to request confirmation by the data controller as to whether personal data in question are processed; if this is the case, you have a **right to receive information** about these personal data and to the information individually specified in Art. 15 of GDPR (General Data Protection Regulation).

The data subject has the right to request that the data controller **correct** incorrect personal data concerning him/her and, if applicable, **complete** incomplete personal data (Art. 16 of GDPR) without delay.

The data subject has the right to request that the data controller delete personal data concerning him/her without delay if one of the reasons specified in Article 17 of GDPR applies, e.g. if the data are no longer required for the intended purposes (**right to deletion**).

The data subject has the right to request that the data controller **restrict processing** for the duration of the data controller's investigation if one of the conditions listed in Art. 18 of GDPR is met, e.g. if the data subject has objected to processing.

If you have consented to data processing or if a contract for data processing exists and the data processing is carried out using automated procedures, you may have a right to **data transferability** (Article 20 GDPR).

Every data subject has the **right of appeal to a supervisory authority**, notwithstanding any other administrative or judicial remedy, if the data subject considers that the processing of the personal data concerning him/her violates GDPR (Article 77 of GDPR). The data subject may exercise this right before a supervisory authority in the member state in which he/she resides or works or in which the suspected infringement took place. The authority responsible for us is the Bavarian Regional Office for Data Protection Supervision.

#### Information on your right to object under Article 21 of GDPR

Right of objection on a case-by-case basis

You have the right, for reasons ensuing from your particular situation, to object at any time to the processing of your personal data, which occurs pursuant to Article 6, para. 1, letter e GDPR (Data processing in the public interest) and Article 6, para. 1, letter f GDPR (Data processing for the balancing of interests).

If you object, we will no longer process your personal data, unless we can prove compelling, legitimate reasons for processing, which outweigh your interests, rights, and freedoms, or unless processing serves to assert, exercise, or defend legal claims.

#### Right to object to the processing of data for direct marketing purposes

In individual cases, we will process your personal data for direct marketing purposes. You have the right to object at any time to the processing of personal data concerning you for the purpose of such advertising, insofar as it is connected with such direct advertising.

If you object to processing for direct marketing purposes, we will no longer process your personal data for these purposes.

#### Recipient of an objection

The objection can be made informally with the subject "Objection" stating your name and address and should be addressed to:

GROB-WERKE GmbH & Co. KG Industriestraße 4 87719 Mindelheim

Mail: <a href="mailto:info@de.grobgroup.com">info@de.grobgroup.com</a>

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