

## **Data protection information according to Art. 13 and 14 GDPR**

With the following information we would like to give you an overview of the personal data processed by us and inform you about your rights under the data protection laws.

### **1. Person responsible for data processing and contact details of the data protection officer**

medavis GmbH, Bannwaldallee 60, D – 76185 Karlsruhe, Germany, Phone: +49 721 92910-0, Fax: +49 721 92910-99, Mail: [info@medavis.com](mailto:info@medavis.com)

Data protection officer: Mail: [datenschutzanfragen@xdsb.de](mailto:datenschutzanfragen@xdsb.de) or to our postal address adding “the data protection officer”

xDSB Datenschutz GmbH & Co. KG, Greschbachstraße 6a, 76229 Karlsruhe, Germany, Phone: +49 721 828035-0, Fax: +49 721 82803 -99, E-mail: [info@xdsb.de](mailto:info@xdsb.de)

### **2. What are the sources of personal data?**

We process personal data which we have obtained from business relations (for example with customers or suppliers) or from enquiries to our company. As a rule, we receive this data directly from the contractual partner or an inquiring person. However, personal data may also come from public sources (e.g. commercial register), provided that the processing of this data is permitted. Data may also have been legitimately transmitted to us by other companies. Depending on the individual case, we may also store our own information in addition to this data (e.g. in the context of an ongoing business relationship).

Depending on the individual case, this may include master data (e.g. name, address), contact data (e.g. telephone number, e-mail address), contract and billing data for the fulfillment of our contractual obligations or data necessary for processing an inquiry, if applicable also creditworthiness data, advertising and sales data and other data from comparable categories.

### **3. For what purposes and on what legal basis are the personal data processed?**

We process personal data in compliance with the data protection laws, in particular the General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG).

a.) Within the framework of the fulfilment of a contract or for the implementation of pre-contractual measures (Art. 6 para. 1 sentence 1 lit. b GDPR)

We process personal data primarily for the purpose of fulfilling contractual obligations and providing related services or in the context of a corresponding contract initiation (e.g. contract negotiations, preparation of offers). The specific purposes depend on the respective service or product to which the business relationship or contract initiation relates.

b.) In the context of the fulfilment of a legal obligation (Art. 6 para. 1 sentence 1 lit. c GDPR)

In many situations, we are required by law to collect certain personal data from you and to forward or make it available to certain – usually public – bodies.

For example, we provide the tax authorities with the personal data required for tax calculation purposes in accordance with the relevant legal requirements.

c.) Within the scope of the balancing of interests (Art. 6 para. 1 sentence 1 lit. f GDPR)

- We also collect and process personal data to protect legitimate interests in the following situations:
- Processing of general inquiries about our products and services
- Checking creditworthiness via appropriate credit agencies to assess default risk in business relationships

- Advertising or market research
- Video surveillance for the protection of the householder's rights on our company premises or building
- Assertion of legal claims and defense in legal disputes
- Ensuring IT operation and IT security
- Measures for building and plant security (e.g. access authorizations)
- Measures to improve our internal business processes and product optimization

d.) Within the scope of a consent (Art. 6 para. 1 sentence 1 lit. a DPA)

In some situations, the processing of your personal data is not mandatory and only permitted with your consent. In these cases, we would like to point out this fact, in particular the voluntary nature of giving consent and the fact that it can be revoked at any time with effect for the future.

This is for example the case with

- some data processing via our website (see privacy policy on our website)
- in some advertising situations (existence of advertising consent, if required by law)

#### **4. Recipient of the personal data**

In general, the company will only grant access to your data from entities that need to work with your data ("need-to-know principle"), i.e. that need access to this data to fulfill a contractual or legal obligation. This may also include service providers and vicarious agents who act on behalf of the company and/or have been obligated to process the data confidentially.

In certain situations, we may transfer your data to

- public bodies (e.g. tax authorities) where there is a legal obligation
- other companies within the framework of the implementation of the contractual relationship, within the framework of balancing interests or on the basis of your consent. In individual cases, depending on the business relationship or order, these can be, for example, companies, logistics partners, marketing service providers, credit agencies, banks, tax consultants or lawyers who are involved in the provision of our services.

#### **5. Is data transferred to a third country or to an international organization?**

We transfer personal data to other entities in countries outside the European Union (third country), as far as it is necessary for the execution of the business relationship, it is legally required or you have given us your consent.

In certain situations, we use or reserve the right to use service providers who may either be based in a third country or who may in turn be based in a third country.

According to Art. 45 GDPR, a data transfer to a third country is permissible if the European Commission has decided that an adequate level of protection exists in a third country. In the absence of such a decision, a data transfer to a third country is permissible if the responsible body has provided appropriate guarantees (e.g. so-called standard data protection clauses issued by the European Commission) and the data subject has enforceable rights and effective remedies (Art. 46 DPA).

As a matter of principle, we only work with bodies in a third country that meet the criteria listed.

#### **6. Data storage duration**

We process and store your personal data as long as it is necessary for the fulfilment of our contractual and legal obligations. If the storage of personal data is no longer necessary for the fulfilment of these obligations, the data will be deleted, unless there are legal storage obligations, such as commercial and tax law storage obligations from the German Fiscal Code and the German

Commercial Code (6 or 10 years) and for the preservation of evidence within the framework of legal statutes of limitation.

## **7. Rights of data subjects**

You have the following rights in relation to the personal data concerning you:

- Right to information
- Right of rectification or erasure
- Right to restrict processing
- Right to object to processing
- Right to data portability.

You also have the right to complain to a data protection supervisory authority about the processing of your personal data by us.

However, you also have the possibility to contact our company data protection officer (also confidentially).

If you have given your consent to us (Art. 6 para. 1 sentence 1 lit. a GDPE), you can revoke this consent at any time with effect for the future.

If we base the processing of your personal data on the balancing of interests (Art. 6 para. 1 sentence 1 lit. f GDPR), you may object to the processing. If you do so, please explain the reasons why we should not process your personal data as we have done. In the event of your justified objection, we will examine the facts of the case and either stop or adapt the data processing or show you our compelling reasons for continuing the processing that are worthy of protection.

You can object to the processing of your personal data for advertising purposes at any time.

## **8. Obligation to provide data**

In the context of the execution or initiation of a contract, you must provide the personal data required for the performance of the contract or the implementation of pre-contractual measures and the associated obligations. You must also provide those personal data that we are legally obliged to collect. Without providing this data, we will not be able to conclude or fulfil a contract with you.

In cases of data collection based on consent, the provision of data by you is voluntary and not obligatory. If you do not give your consent, however, we will not be able to provide the services based on data processing with your consent. You can also revoke your consent at any time after it has been granted, with effect for the future.

## **9. Does automated decision making or profiling take place?**

No.