

data protection information for customers, suppliers and service providers pursuant to the General Data Protection Regulation (GDPR)

The protection of data is important to us. We would therefore like to inform you about how we process your personal data in accordance with the provisions of the EU General Data Protection Regulation and the statutory data protection provisions of the German Federal Data Protection Act (German: BDSG). We would also like to inform you about your rights associated with the processing of your personal data.

1 Scope of applicability

This data protection information applies to all customers (e.g. existing customers, new customers and potential customers and prospects), suppliers and service providers of sedak GmbH & Co. KG.

When using our website, the additional data protection information must be observed. This is available to access and view at any time at www.sedak.com.

Personal data is any information concerning the personal or material circumstances of an identified or identifiable natural person, such as your name, address, date of birth, and email address.

2 Processing controller

The controller within the meaning of the General Data Protection Regulation, other data protection laws applicable in the Member States of the European Union and other provisions with a data protection character is:

sedak GmbH & Co. KG
Einsteinring 1
86368 Gersthofen
Tel: +49 (0)821 2494 222
E-mail: info@sedak.com

3 Contact details of the data protection officer

Our data protection officer can be contacted at: datenschutz@sedak.com.

4 Purposes and legal bases

4.1 Scope of the data processing

We collect and process the following categories of personal data from our customers, suppliers and service providers:

- Master data:
This in particular includes titles, first names and surnames, addresses, telephone and fax numbers, e-mail addresses, functions and department membership within the companies as well as the corresponding people in charge and contacts.
- Financial data:
This in particular includes bank details, account data, credit data and financial information.
- Contractual data:
This in particular includes data about contractual content and the contracting parties.
- Security data:
As soon as you are welcomed onto our company's premises, you will be videotaped for security reasons. Your surname will also be registered in the visitors' book.

4.2 Sources of data

We process personal data that we receive from you as part of our business relationship. To the extent necessary for the provision of our services, we process data obtained from other companies where permitted. We process personal data from publicly available sources (e.g. debtor directories, land registers, trade and association registers, registration registers, press and other media), which we have accessed legitimately and are allowed to process.

4.3 Purpose of the data processing

Your data is collected and processed within the context of the initiation and execution of the contractual relationship to be concluded or which already exists, in particular for the following purposes:

- Your identification as a customer, supplier or service provider of sedak GmbH & Co. KG
- Correspondence with you and your authorised representative / contact person
- The delivery and customs clearance of goods
- Invoicing and internal controlling purposes
- The settlement of our transferred payments
- To settle any liability claims and assert any claims against you

4.4 Legal basis

4.4.1 Consent (Article 6 (1) (a) GDPR)

If you have granted separate consent to the processing of your personal data, the respective consent is the legal basis for the processing mentioned therein. You can revoke your consent at any time with future effect.

4.4.2 Fulfilment of contractual obligations (Article 6 (1) (b) GDPR)

We process your personal data to execute contracts, process orders and utilise services. Your personal data will also be processed for the implementation of measures and activities within the context of pre-contractual relationships.

4.4.3 Fulfilment of legal obligations (Article 6 (1) (c) GDPR)

We process your personal data if necessary to fulfil legal obligations (e.g. commercial and tax laws). If necessary, we process your data for identity verification, the fulfilment of tax control and reporting obligations, archiving data for privacy and data security purposes and audits by tax authorities and other authorities.

4.4.4 Processing on the basis of justified interest (Article 6 (1) (f) GDPR).

We also process your personal data on the basis of a balance of interests to safeguard the legitimate interest of us or third parties. A "third party" is a natural person or legal entity, such as a company, authority, institution or other body.

This is performed for the following purposes:

- Consultation and exchange of data with credit bureaus and to obtain bank information in order to determine creditworthiness or default risks
- Internal controlling and benchmarking
- The assertion legal claims and defence in legal disputes
- Ensuring and exercising our right to protect the company premises from unauthorised access by taking appropriate measures (e.g. video surveillance, visitor records)
- Examination and optimisation of procedures for needs analysis and direct customer contact
- Statistical evaluations and market analyses

5 Transfer of your data to third parties

Within sedak GmbH & Co. KG, individuals receive your data if required for the fulfilment of our contractual and legal obligations or for the realisation of our legitimate interests.

The following parties may also receive your data:

- Processors appointed by us (Article 28 GDPR), service providers for supporting activities and other controllers within the meaning of the GDPR, e.g. IT services (in particular via our IT service provider se commerce GmbH), logistics and transport, courier services, publishers and printing services, purchasing / procurement, data validation and plausibility checks, auditing services, companies for data disposal.

- Public bodies and institutions in the case of a legal or regulatory obligation requiring us to provide information, report or disclose data or if the data transfer is in the public interest
- Bodies and institutions on the basis of our legitimate interests or the legitimate interests of the third party for the following purposes, e.g. authorities, credit bureaus, debt collectors, lawyers, courts, appraisers)

6 Transfer of your data to a third country or international organisation

The transfer of data to offices in countries outside the European Union (EU) or the European Economic Area (EEA), so-called third countries, only takes place if necessary for the execution of an order placed by / contract with you, if it is required by law (e. g. tax reporting obligations), if it is in the legitimate interests of us or a third party, or if you have given us consent.

Your data may also be processed in a third country in connection with the commissioning of service providers for order processing. Unless there is a decision by the EU Commission regarding an appropriate level of data protection for the country in question, we ensure that the rights and freedoms are adequately protected and guaranteed by entering into corresponding agreements in accordance with the EU data protection regulations.

7 Duration of data storage

To the extent necessary, we process and store your personal data for the duration of our business relationship, which also includes the initiation and execution of a contract.

We are also subject to various storage and documentation obligations arising from, among other things, the legal framework, e.g. the German Commercial Code (German: HGB), Tax Code (German: AO) and Banking Act (German: KWG). The deadlines for storage and documentation specified in this legislation are up to ten years. Furthermore, we reserve the right to retain personal data for up to thirty years due to our warranty obligations.

Finally, the storage period is also judged on the basis of the statutory limitation periods which, e.g., are generally three years in accordance with Sections 195 et seq. of the German Civil Code (Bürgerliches Gesetzbuch, BGB), but can in certain cases be up to thirty years.

8 Automated decision making in individual cases, including profiling

Automated decision making in individual cases, including profiling, does not take place.

9 Your data protection rights

You have the following rights:

1. Right to information (Article 15 GDPR)
You have the right to obtain information about your personal data stored by us at any time.
2. Right to request correction (Article 16 GDPR)
You have the right to request the immediate correction of incorrect personal data concerning you. You also have the right to request the completion of incomplete personal data concerning you, taking the purposes of the processing into account.
3. Right to deletion (Article 17 GDPR)
You have the right to demand the immediate deletion of personal data concerning you, unless there is a legal obligation to retain the data or if there are other legitimate reasons not to do so.
4. Right to the limitation of distribution (Article 18 GDPR)
You have the right to request the limitation of the processing of personal data concerning you under certain conditions.
5. Right to objection (Article 21 GDPR)
You have the right to object to the processing of personal data concerning you for reasons arising from your particular situation at any time.
6. Right to data portability (Article 20 GDPR)
You have the right to receive personal data concerning you in a standard, structured and machine-readable format.
You also have the right, under certain circumstances, to transfer this data directly from us to another provider.

If you would like to exercise one of your rights, please contact: info@sedak.com

10 Obligation to provide data

Within the scope of our business relationships, you only need to provide the personal information required to enter into or conduct a business relationship and the data we are required to collect by law (e.g. your master data, see above). Without this data, we are generally obliged to refuse to conclude the contract or execute the order and may be unable to complete an existing contract and may need to terminate it.

11 Information about your right of objection pursuant to Article 21 GDPR

You have the right to object to the processing of personal data concerning you for reasons arising from your particular situation at any time which takes place on the basis of processing in public interests, to exercise public authority, to preserve the justified interests of the supplier or a third party. This also applies to profiling based on these provisions.

In the event of disagreement, we will no longer use the data unless we can demonstrate compelling legitimate grounds for processing that outweigh the interests, rights and freedoms of the data subject, or if the processing is for the purposes of asserting, exercising or defending legal claims.

If the personal data has been collected for direct advertising purposes, the data subject has the right to object to the processing of this personal data for the purposes of such advertising at any time. This also applies to profiling to the extent that it is associated with such direct mail.

Please send your objection to: info@sedak.com

12 Right to withdraw consent pursuant to Article 7 (3) GDPR

You have the right to withdraw your consent to the processing of your personal data at any time. The legality of data processing on the basis of your consent is not affected until it has been withdrawn.

Please send your withdrawal request to: info@sedak.com

13 Right of appeal to the competent supervisory authority

In addition to the rights mentioned under point 9, you have the right to appeal to a data protection supervisory authority in accordance with Article 77 GDPR. Your complaint can be directed to the relevant data protection supervisory authority:

Bavarian State Office for Data Protection Supervision (BayLDA)
Promenade 27
91522 Ansbach
Germany