

Data protection policy for Bossard Deutschland GmbH

Welcome to Bossard Deutschland GmbH!

Thank you for your interest in our online presence and our company. We value your privacy and endeavour to safeguard your personal data. Please read the information below to ensure that you are fully informed about the collection, processing and use of your personal data on our websites.

1. Person responsible for the processing of personal data

Your data is processed in the name and on behalf of

Bossard Deutschland GmbH

Daimlerstraße 8

70771 Leinfelden-Echterdingen.

Responsible person and Managing Directors are Thomas Erb and Dr. Frank Hilgers

You can reach our data protection officers either via the above mentioned postal address or by email to FDE-Datenschutz@bossard.com.

2. Data collection for system internal and statistical purposes

For technical reasons, your internet browser automatically transmits data to our web server when you access our website. These include the date and time of access, the URL of the referring website, the file accessed, the amount of data sent, the browser type and version, the operating system and the IP address used. This data is stored separately from other data that you enter when using our internet presence. It is not possible for this data to be assigned to a specific person. The data is logged to ensure system security and is only used to improve functionality, content and the attractiveness of the website and is subsequently deleted. This data will not be combined with data from other data sources.

3. Collection and processing of personal data

Personal data is only collected and processed if you provide it yourself on our website.

This is possible in the following ways:

- When registering for our newsletter or the customer magazine
- When using the web shop
- When using our FALCON system
- When using our supplier portal (Lieferantenportal, LAP)
- When using the B2B function
- When contacting us via our contact form

Which personal data is transmitted to us in this way depends on the relevant entry form used to make contact.

The personal data you enter is collected and stored for the following internal uses listed and for in-house purposes:

- For electronic delivery of newsletters or the customer magazine
- To process orders for the items you bought from our web shop
- To transfer of information for KANBAN control to the users we have registered.
- For the user system by us, we require you to provide a user name, a password, your first name/last name, email address and a phone number, as well as the assigned permissions.
- For user management (including the assignment of user rights) in the KANBAN Falcon control
- To consider your offers in our supplier portal for registered suppliers. We require your email address for registration.
- To exchange data in our B2B function. For the use of the B2B function, we assign you a user name and generate a password.
- For individual communication with you

We may arrange disclosure to one or more order processors, for example service providers or companies affiliated with us, which will also only use the personal information exclusively for internal use attributable to us.

3.1 Legal basis for the processing of your data

The legality (legal basis) for the processing of your data is obtained by your consent (as per article 6 para 1 lit. a GDPR) or for the performance of a contract or pre-contractual measures (as per article 6 para 1 lit b GDPR). In the case of data collection for system- internal and statistical purposes, processing takes place on the basis of our legitimate interest (as per article 6 para. 1 lit.f GDPR). We save your data for the duration of the validity of your consent or until the fulfilment of its purpose. Subsequently, this data is deleted as long as there are no other legal obligations for further storage of data.

4. Transmission of data

The transmission of all data entered in the forms is encrypted. Your personal data is only passed on to third parties with your consent, unless there is a legal obligation for us to do so or to protect the rights, property and safety of Bossard Deutschland GmbH. If external service providers process personal data on our behalf, we request obligatory legal, technical as well as organisational measures to maintain data protection.

5. Use of Cookies

Our website uses so-called "cookies" which are used to make our internet presence generally more user friendly, more effective as well as safer. The information from the cookies are not used to identify the visitors of the web pages or to combine these with personal data. Cookies enable us to measure the frequency of page views and general navigation. Cookies are small text files stored in your computer system. We would like to point out that some of these cookies are transferred from our server to your computer system, whilst some of these are so-called "session cookies". "Session cookies" are characterised by the fact that they are automatically deleted from your hard drive after the browser session. Other cookies remain on your computer system and allow us to recognise your computer system when you visit us again (so-called permanent cookies). You can always refuse cookies if your browser allows this. In some areas of our website, switching off cookies may lead to restrictions in the functionality of our digital content.

6. Data processing by YouTube

Our website contains links to YouTube videos from our company. From our side, it is only possible to link to the YouTube website. YouTube is a service provided by Google Inc. For more information on the purpose and scope of data collection by Google, as well as your rights, and settings options to protect yourself as a YouTube customer, please refer to the YouTube data protection policies <http://www.youtube.com/t/privacy>.

7. Links to other websites

Our online presence contains links to other websites. We have no influence on whether the operators of these websites are complying with data protection regulations. As a service provider, we are responsible for our own content according to the law. Links to content already provided by other providers have to be distinguished from our own content. We do not assume any

responsibility for external contents which are provided through links and do not adopt their contents as our own. For illegal, incorrect or incomplete content and particularly for damages resulting from the use or non-use of such information, liability lies solely with the provider of the site to which reference was made.

8. Your rights to your personal data

According to the General Data Protection Regulation, you have a right to free information about your stored personal data, and, if applicable, the right to request a correction, blocking or deletion of such data. Should we have to comply with legal storage obligations, we will restrict your data for further processing so that it can no longer be used for the purposes mentioned above. You also have the right to obtain your personal data stored on our servers in an electronic format. You can object to the consent for the storage and processing of your saved data at any time. In this case, we will immediately delete the data you have saved or restrict the processing of data that cannot be deleted due to legal requirements. Please contact us with your concerns (see contact details below). Should you believe that your data is not being processed at Bossard Deutschland GmbH in line with the applicable data protection laws, then you have the right to appeal with a data protection supervisory authority of your choice.

9. Data security

In all cases, your personal data is transmitted over the Internet in encrypted form using SSL. Using technical and organisational measures, we secure our website and other systems against the loss, destruction, access, modification or processing of your data by unauthorised persons. Our security procedures are continually enhanced as new technology develops. Access to your customer account is only possible after entering your personal password. You should keep your access information confidential and close the browser window when you have finished your session with us, especially if you share your computer with others.

10. Safety instructions

Please keep in mind that existing data protection provisions as well as the handling of data protection is subject to change. Therefore, it is advisable to keep informed about any changes in

the law. In general, the confidentiality of emails and other forms of electronic communications on the internet cannot be fully ensured.

11. Further information and contacts

If you have any further questions, please contact us. For any questions about your personal data, for enquiries, corrections, limitations or deletion of data as well as to revoke consent you had previously given, please contact:

Bossard Deutschland GmbH

Daimlerstraße 8

70771 Leinfelden-Echterdingen

Phone: +49 711 1604 – 0

Data protection officer:

FDE-Datenschutz@bossard.com