

Privacy Policy

We protect your privacy and your personal data. We collect, process and use your personal data in accordance with the contents of this privacy policy and the applicable data protection regulations, especially GDPR (General Data Protection Regulation) and the German Federal Data Protection Act. According to article 13 GDPR we would like to inform you which personal data we collect, process and use. We therefore ask you to read the following statement carefully.

1. Name and contact information of the person responsible for data processing

The privacy policy applies to data processing by our employees in sales and project management.

2. External Data Protection Officer

Responsible for compliance and control of data privacy is our external Data Protection Officer. He can be contacted for further information on data protection at roebbelen@edv.de.

3. Collection and storage of personal data, time limits for data storage, means, purpose and use thereof

Personal data in accordance with this privacy policy are information pertaining to an identified or identifiable natural person. This includes your name, your e-mail address and, if applicable, your postal address and telephone number as well as your credit card and bank account information and your purchase tax information.

If we conclude a contract with you, we usually collect the following information:

- Title, first name, last name, when the contractual partner is a natural person
- Position as shareholder/director/proprietor
- Name and contact information of the contact person in your company
- A valid e-mail address
- Postal address
- Telephone number (landline and/or mobile)
- Purchase tax ID
- Bank account

We collect the data with the aim to

- identify you as our customer/contractual partner;
- fulfil the concluded contract;
- correspond with you;
- facilitate invoicing;
- process possible guarantee claims;
- assert possible claims against you.

Data are processed at your request. Data processing is necessary according to article 6 section 1 subsection 1 (b) GDPR for the mentioned purposes of entering into a contract and mutual performance of liabilities from concluded contracts with you.

Furthermore data are processed for direct marketing (newsletter etc.) provided that you have consented to data processing according to article 6 GDPR.

Personal data collected to fulfil a contract will be stored according to storage and documentation obligations regarding tax and commercial law (German Commercial Code, German Criminal Code, German Fiscal Code). These data will be deleted after the required period unless we are obligated to an extended storage time according to article 6 sect. 1 subs. 1 (c) GDPR or you have agreed to extended data storage according to article 6 sect. 1 subs. 1 (a) GDPR. In addition personal data may be stored for as long as claims can be asserted against us (legal statute of limitation according to paragraph 199 German Civil Code: three or up to 30 years).

4. Sharing data with third parties

We may share your personal data with third parties exclusively for the following reasons:

- Where required according to article 6 sect. 1 subs. 1 (b) GDPR to fulfil concluded contracts with you, we will share your personal data with third parties.

- Where we are required by law to share data.
- Besides, we share data with our service providers and third party suppliers (e.g. IT support, hosting provider) who we have outsourced services to within the legal framework of data processing.

5. Sharing data outside the EEA (European Economic Area)

We do generally not transmit data to non-EEA countries. The servers we use are located within the EU.

6. Your rights

You have the following rights in respect of your personal data:

- **Withdrawal** of consent according to article 7 sect. 3 GDPR: You have the right to withdraw your consent at any time. This implicates that we may not continue data processing, which relied on the consent;
- **Right of access** according to article 15 GDPR: You have the right to obtain access to your personal data processed by us. In particular you have the right to access the purpose of processing, the categories of personal data concerned, the categories of recipients to whom the personal data have been or will be disclosed, the envisaged period for which the personal data will be stored, the existence of the right to request from the controller rectification or erasure of personal data or restriction of processing of personal data or to object to such processing, the right to lodge a complaint, the source of the data, in case they were not obtained from us, as well as the existence of automated decision-making, including profiling and (if applicable) significant information about their particulars;
- **Right to rectification** according to article 16 GDPR: You have the right to obtain from us the rectification of inaccurate personal data or to have incomplete personal data completed without undue delay;
- **Right to erasure** according to article 17 GDPR: You have the right to obtain the erasure of personal data stored by us, unless processing your data is required to exercise the right of freedom of expression and information, for compliance with a legal obligation, for reasons of public interest or for the establishment, exercise or defense of legal claims.
- **Right to restriction of processing** according to article 18 GDPR: You may require restriction of processing your personal data, if you contest the accuracy of the data, if processing is unlawful, but you oppose the erasure of the personal data and we no longer need the data, but if you require them for establishment, exercise or defense of legal claims, or if you have objected to processing pursuant to article 21 GDPR;
- **Right to data portability** according to article 20 GDPR: You have the right to receive the personal data you have provided in a structured, commonly used and machine-readable format and you have the right to transmit those data to another controller.
- **Right to lodge a complaint** according to article 77 GDPR: You have the right to lodge a complaint with a supervisory authority. As a general rule you may appeal to the supervisory authority of your habitual residence, your place of work or our place of business.

7. Right to object

You have the right to object processing of your personal data without giving reasons at any time when the data are processed for direct marketing. If we process your personal data to protect legitimate interests you may object to data processing on grounds relating to your particular situation. We then shall no longer process the personal data unless we can demonstrate compelling legitimate grounds for processing which override the interests, rights and freedoms or unless processing is necessary for the establishment, exercise or defense of legal claims.

If you would like to object to processing your personal data, e-mail us at mail@ecoroll.de.