

# Data protection information according to Art. 13 para. 3 GDPR



## Principles of data processing

As part of this business relationship, personal data relating to you will be processed by the person responsible and stored for the time required to fulfil the specified purposes and legal obligations. In the following we will inform you about what data is involved, how it is processed and what rights you are entitled to in this respect, in particular with regard to the General Data Protection Regulation (GDPR).

## Who is responsible for data processing?

The responsible authority within the meaning of the data protection law is:

Suma Rührtechnik GmbH, Martinszeller Str. 21, 87477 Sulzberg

You will find further information about our company, details of the persons authorised to represent us and also further contact details in the imprint of our website: <https://www.suma.de/EN/>

## Which of your data are processed by us? And for what purpose?

We only process personal data that is necessary to fulfil the defined purposes and legal obligations. These may include the following categories:

- Contact information such as title, first name, surname, address, e-mail address, telephone numbers
- Other information such as access data, IP address or payment data

If we have received data from you, we will only process it for the purposes for which we have received or collected it, e.g.

- for the fulfilment of the contract for the execution of the contract
- for correspondence with you
- to fulfil legal and regulatory obligations
- to safeguard legitimate interests
- for the settlement of any mutual settlements that may exist

Data processing for other purposes can only be considered if the necessary legal requirements in accordance with Art. 6 Para. 4 GDPR and Art. 14 para. 4 GDPR. In case, we will of course comply with any information obligations pursuant to Art. 13 para. 3 GDPR and Art. 14 para. 4 GDPR.

## What is the legal basis for this?

The legal basis for the processing of personal data is in principle - unless there is specific legislation - Art. 6 GDPR. The following possibilities in particular come into consideration here:

- Consent (Art. 6 para. 1 lit. a) GDPR)
- Data processing for the performance of contracts (Art. 6 para. 1 lit. b) GDPR)  
Data processing is required in particular to ensure the completeness and accuracy of the data, as well as its digitalisation, and to be able to execute the contract.
- Data processing based on a balancing of interests (Art. 6 para. 1 lit. f) GDPR)  
Data processing is particularly necessary in order to ensure and optimise informed decisions of the parties involved in your interest, as well as to ensure a permanently high quality and uniformity of customer advice provided by the responsible person.
- Data processing for the fulfilment of a legal obligation (Art. 6 para. 1 lit. c) GDPR)  
Data processing is required in particular to guarantee the completeness and correctness of tax data in accordance with the German Fiscal Code, the German Trade Code and the German Commercial Code.

If personal data is processed on the basis of your consent, you have the right to revoke this consent at any time with effect for the future. If we process data on the basis of a weighing up of interests, you as the person concerned have the right to object to the processing of personal data, taking into account the provisions of Art. 21 GDPR.

## How long is the data stored?

We process the data as long as this is necessary for the respective purpose. Insofar as there are legal storage obligations - e.g. in commercial law or tax law - the relevant personal data is stored for the duration of the storage obligation (10 years). After expiry of the obligation to retain data, we will check whether there is any further need for processing. If there is no longer a need, the data will be deleted. The general storage period of personal data may exceptionally be up to 30 years, if this is necessary for the assertion, exercise or defence of legal claims.

Of course you can at any time (see below) request information about your personal data stored by us and, if not necessary, request that the data be deleted or processing restricted.

## To which recipients will the data be forwarded?

As a matter of principle, your personal data will only be passed on to third parties if this is necessary for the execution of the contract with you, if the transfer is permitted on the basis of a weighing of interests within the meaning of Art. 6 para. 1 lit. f) GDPR, if we are legally obliged to transfer the data or if you have given your consent.

Our company regularly checks your creditworthiness when concluding contracts and in certain cases where there is a legitimate interest. For this purpose we work together with Euler Hermes Kreditversicherungs AG (Friedensallee 254, 22763 Hamburg), from whom we obtain the necessary data. For this purpose, we transmit your name and contact details to Euler Hermes Kreditversicherungs AG.

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### Transfer of personal data to a third country

It is not planned to transfer your personal data to a third country or international organisation, unless this is necessary for the execution of the contract with you. You will be informed separately about details, if required by law.

### Where is the data processed?

Your personal data is processed by us exclusively in computer centres in the Federal Republic of Germany.

### Your rights as a „data subject“ - you have the right:

- in accordance with art. 15 of the GDPR, you have the right to be informed about the personal data we process about you. In particular, you may request information as to the purposes of the processing, the category of personal data, the categories of recipients to whom your data have been or will be disclosed, the envisaged storage period, the existence of a right of rectification, erasure, restriction of processing or opposition, the existence of a right of appeal, the origin of your data, if not collected from the controller, and the existence of automated decision making including profiling and, where applicable, meaningful information on the details thereof;
- in accordance with Art. 16 GDPR, to request without delay the correction of incorrect or incomplete personal data stored by the person responsible;
- in accordance with Art. 17 GDPR, to demand the deletion of your personal data stored by the person responsible, unless the processing is necessary to exercise the right to freedom of expression and information, to fulfil a legal obligation, for reasons of public interest or to assert, exercise or defend legal claims
- in accordance to Art. 18 GDPR, to demand the restriction of the processing of your personal data if you dispute the accuracy of the data, if the processing is unlawful but you refuse to delete it, if the person responsible no longer needs the data but you need it for the assertion, exercise or defence of legal claims or if you have lodged an objection to the processing pursuant to Art. 21 DSGVO
- in accordance with Art. 20 GDPR, to receive your personal data that you have provided to the person responsible in a structured, common and machine-readable format or to request its transmission to another person responsible
- in accordance with Art. 7 Para. 3 GDPR to revoke your consent, once granted, at any time vis-à-vis the person responsible. As a result, the data controller may no longer continue to process the data, which was exclusively based on this consent, in the future and
- complain to a supervisory authority pursuant to Art. 77 GDPR. As a rule, you can turn to the supervisory authority at your usual place of residence or workplace or at our registered office.

In the case of a request for information that is not made in writing, we ask for your understanding that we may then require you to provide evidence that proves that you are the person you claim to be.

Right of objection: In particular, you have a right of objection in accordance with Art. 21 (1) and (2) GDPR to the processing of your data in connection with a direct advertising campaign if this is based on a weighing of interests.

### Our data protection officer

We have appointed a data protection officer. You can reach him or her at the following contact details:

CyberSecurity manufaktur GmbH - Data protection officer, Paul-Mertin-Straße 4b, 87629 Füssen  
Herr Martin Braun, E-Mail: [Martin.Braun@Cybersecurity-Manufaktur.de](mailto:Martin.Braun@Cybersecurity-Manufaktur.de)

### Right of appeal

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

Bayerisches Landesamt für Datenschutzaufsicht, (Bavarian State Office for Data Protection Supervision) Promenade 27, 91522 Ansbach  
Telefon 0981 531300, Telefax 0981 53981300, E-Mail: [poststelle@lda.bayern.de](mailto:poststelle@lda.bayern.de), Internet: [www.lda.bayern.de](http://www.lda.bayern.de)