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1. Privacy policy

1.1 Data protection at a glance

General information

The following information provides a simple overview of what happens to your personal data when you visit our website. Personal data is information that makes it possible to identify a natural person. This includes, in particular, your name, date of birth, address, telephone number, e-mail address and also your IP address.

Data is anonymous if no personal reference to the user can be established. Detailed information on the subject of data protection can be found in our data protection declaration listed below this text.

Who is responsible for data collection on this website?

Data processing on this website is carried out by the website operator.

KRS - SEIGERT GmbH
Im Vorwerk 30
D-36456 Barchfeld-Immelborn
Tel.: 036961 / 50-101
www.krs-seigert.de

Contact data protection: datenschutz@krs-seigert.de

Your rights as a data subject

Firstly, we would like to take this opportunity to inform you of your rights as a data subject. These rights are standardized in Art. 15 - 22 EU GDPR. This includes:

- o The right to information (Art. 15 EU GDPR),
- o The right to erasure (Art. 17 EU GDPR),
- o The right to rectification (Art. 16 EU GDPR),
- o The right to data portability (Art. 20 EU GDPR),
- o The right to restrict data processing (Art. 18 EU GDPR),
- o The right to object to data processing (Art. 21 EU GDPR).

To assert these rights, please contact: datenschutz@krs-seigert.de. The same applies if you have any questions about data processing in our company or wish to withdraw your consent. You also have the right to lodge a complaint with a data protection supervisory authority.

Secure transfer of your data

We use appropriate technical and organizational security measures to protect the data stored by us against accidental or intentional manipulation, loss, destruction or access by unauthorized persons. The security levels are continuously reviewed in cooperation with security experts and adapted to new security standards. The exchange of data to and from our website is always encrypted.

We offer HTTPS as the transmission protocol for our website, in each case using the current encryption protocols. It is also possible to use alternative communication channels (e.g. by post).

Rights of objection

Please note the following in connection with rights of objection:

If we process your personal data for the purpose of direct marketing, you have the right to object to this data processing at any time without giving reasons. This also applies to profiling insofar as it is associated with direct advertising.

If you object to processing for direct marketing purposes, we will no longer process your personal data for these purposes. The objection is free of charge and can be made informally, if possible to: datenschutz@krs-seigert.de

In the event that we process your data to protect legitimate interests, you can object to this processing at any time for reasons arising from your particular situation; this also applies to profiling based on these provisions.

We will then no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms or the processing serves the establishment, exercise or defence of legal claims.

Purposes and legal bases of data processing

When processing your personal data, the provisions of the EU GDPR and all other applicable data protection regulations are complied with. The legal basis for data processing arises in particular from Art. 6 EU GDPR.

We use your data to initiate business, to fulfill contractual and legal obligations, to implement the contractual relationship, to offer products and services and to strengthen the customer relationship, which may also include analyses for marketing purposes and direct advertising. Your consent to data processing may also constitute a data protection authorisation provision. Before you give your consent, we will inform you about the purpose of the data processing and your right of cancellation.

If the consent also relates to the processing of special categories of personal data, we will expressly point this out to you in the consent. Processing of special categories of personal data in accordance with Art. 9 EU GDPR only takes place if this is required by law and there is no reason to assume that your legitimate interest in the exclusion of processing prevails.

Disclosure to third parties

We will only pass on your data to third parties within the framework of the statutory provisions or with the appropriate consent. Otherwise, your data will not be passed on to third parties unless we are obliged to do so due to mandatory legal provisions (disclosure to external bodies such as supervisory or law enforcement authorities).

Recipients of the data / categories of recipients

Within our company, we ensure that only those persons receive your data who need it to fulfill contractual and legal obligations.

In certain cases, IT service providers support our specialist departments in the fulfillment of their tasks. The necessary data protection contracts have been concluded with all service providers.

Transfer to a third country / intention to transfer to a third country

Data will only be transferred to third countries (outside the European Union or the European Economic Area) if this is necessary for the fulfillment of the contractual relationship, is required by law or if you have given us your consent to do so.

We do not transfer your personal data to any service providers or group companies outside the European Economic Area.

Storage period of the data

We store your data for as long as it is required for the respective processing purpose. Please note that numerous retention periods require that data (must) continue to be stored. This applies in particular to retention obligations under commercial or tax law (e.g. German Commercial Code, German Fiscal Code, etc.).

If there are no further retention obligations, the data will be routinely deleted once the purpose has been achieved.

In addition, we may retain data if you have given us your permission to do so or if legal disputes arise and we use evidence within the framework of statutory limitation periods, which can be up to thirty years; the regular limitation period is three years.

Obligation to provide the data

Various personal data are necessary for the establishment, execution and termination of the contractual relationship and the fulfillment of the associated contractual and legal obligations. The same applies to the use of our website and the various functions it provides. We have summarized the details for you in the point above. In certain cases, data must also be collected or made available due to legal provisions. Please note that it is not possible to process your enquiry or execute the underlying contractual relationship without providing this data.

Categories, sources and origin of the data

We collect and process the following data when you visit our website: **Server log files**

The provider of the pages automatically collects and stores information in so-called server log files, which your browser automatically transmits to us. These are

- o Browser type and browser version
- o Operating system used
- o Referrer URL
- o Host name of the accessing computer
- o Time of the server request
- o IP address

For reasons of technical security (in particular to defend against attempted attacks on our web server), this data is stored in accordance with Art. 6(1)(F) EU GDPR. After 7 days at the latest, anonymisation takes place by shortening the IP address so that no reference to the user is established. This data is not merged with other data sources. We collect this data on the basis of our legitimate interest, Art. 6 I lit.f GDPR.

We collect and process the following data as part of a contact enquiry:

- o Telephone
- o E-mail address

We collect and process the following data for newsletters:

- o E-mail address

Automated decisions in individual cases

We do not use purely automated processing procedures to reach a decision.

Contact form / contact by e-mail (Art. 6 para. 1 lit. a, b GDPR)

Various contact forms are available on our website that can be used to contact us electronically. If you write to us via the contact form, we will process the data you provide in the contact form to contact you and answer your questions and requests.

The principle of data minimisation and data avoidance is observed in that you only have to provide the data that we absolutely need to contact you. In addition, your IP address is processed for technical reasons and for legal protection. All other data are voluntary fields and can be provided optionally (e.g. for more personalized answers to your questions).

In order to protect the security and confidentiality of your data in the best possible way, we implement appropriate security measures. Your enquiry will be transmitted to us in encrypted form. If you contact us by E-mail, we will process the personal data provided in the e-mail solely for the purpose of processing your enquiry.

Newsletter (Art. 6 para. 1 lit. a GDPR)

You can subscribe to a free newsletter on our website. The e-mail address provided when registering for the newsletter will be used to send the newsletter.

The principle of data minimisation and data avoidance is observed here, as only the email address is marked as a mandatory field. For technical reasons and for legal protection, your IP address is also processed when you subscribe to the newsletter.

We use the so-called double opt-in procedure for sending newsletters by E-mail. This means that you will only receive advertising by E-mail if you have previously expressly confirmed that we should activate the newsletter service. We do this by sending you a notification e-mail and asking you to confirm that you wish to receive our newsletter at this E-mail address by clicking on a link contained in this E-mail.

You can of course cancel your subscription at any time using the unsubscribe option provided in the newsletter and thus revoke your consent. It is also possible to unsubscribe from the newsletter at any time directly via our website.

1.2 Cookies (Art. 6 para. 1st sentence 1 lit. f EU-GDPR, § 25 para. 2 TTDSG)

Our website uses so-called cookies. They serve to make our website more user-friendly, effective and secure. Cookies are small text files that are stored on your end device and saved (locally) by your browser. Cookies only contain pseudonymous, usually even anonymous data. Some cookies remain in place for the duration of a browser session (so-called session cookies), others are stored for longer periods (so-called persistent cookies, e.g. consent settings). The latter are automatically deleted after the specified time (usually 6 months). In addition to our own cookies, we also use cookies that are controlled by third-party providers. These use the information contained in the cookies, e.g. to show you content or to record the pages you have visited.

On the basis of our legitimate interest (Art. 6 para. 1 sentence 1 lit. f EU GDPR), we set technically necessary cookies that are absolutely necessary for the operation of the website and to ensure its functionality. Furthermore, we use cookies without your consent if their sole purpose is to store or access information stored in the terminal device for the transmission of messages or if they are absolutely necessary to provide the service you have expressly requested, § 25 para. 2 TTDSG.

1.3 Analysis tools and advertising

We use the lead generation service of Leadinfo B.V., Rotterdam, Netherlands. This recognizes visits from companies to our website based on IP addresses and shows us publicly available information, such as company names or addresses. In addition, Leadinfo sets two first-party cookies to evaluate user behavior on our website and processes domains from form entries (e.g. "leadinfo.com") in order to correlate IP addresses with companies and improve the services. Further information can be found at www.leadinfo.com.

On this page: www.leadinfo.com/en/opt-out you have an opt-out option. If you opt out, your data will no longer be collected by Leadinfo.

Advertising purposes for existing customers (Art. 6 para. 1 lit. f EU-GDPR)

KRS-SEIGERT GmbH is interested in maintaining the customer relationship with you and sending you information and offers about our products. We therefore process your data in order to send you relevant information and offers by e-mail.

If you do not wish this, you can object to the use of your personal data for the purpose of direct marketing at any time; this also applies to profiling insofar as it is associated with direct marketing. If you object, we will no longer process your data for this purpose.

The objection can be made free of charge and without giving reasons and should be sent by e-mail to datenschutz@krs-seigert.de or by post to Im Vorwerk 30, D-36456 Barchfeld-Immelborn.

Social media links

On our website you will find links to the social media services of Meta / Facebook, Google Maps, Instagram and LinkedIn. You can recognise links to the websites of the social media services by the respective company logo. If you follow these links, you will reach our company presence on the respective social media service. When you click on a link to a social media service, a connection is established to the servers of the social media service. This informs the social media service's servers that you have visited our website. In addition, further data is transmitted to the provider of the social media service.

These are, for example

- o Address of the website on which the activated link is located
- o Date and time of accessing the website or activating the link
- o Information about the browser and operating system used
- o IP address

If you are already logged in to the corresponding social media service at the time you activate the link, the provider of the social media service may be able to determine your user name and possibly even your real name from the transmitted data and assign this information to your personal user account with the social media service. You can exclude this possibility of assignment to your personal user account if you log out of your user account beforehand.

The servers of the social media services are located in the USA and other countries outside the European Union. The data may therefore also be processed by the provider of the social media service in countries outside the European Union. Please note that companies in these countries are subject to data protection laws that do not generally protect personal data to the same extent as is the case in the member states of the European Union.

Please note that we have no influence on the scope, type and purpose of data processing by the provider of the social media service; for more information on the use of your data by the social media services integrated on our website, please refer to the privacy policy of the respective social media service.

Links to other providers

Our website also contains - clearly recognisable - links to the websites of other companies. Where links to websites of other providers are available, we have no influence on their content. Therefore, no guarantee or liability can be assumed for this content. The respective provider or operator of the pages is always responsible for the content of these pages.

The linked pages were checked for possible legal violations and recognisable infringements at the time of linking. Illegal content was not recognisable at the time of linking. However, permanent monitoring of the content of the linked pages is not reasonable without concrete evidence of an infringement. If we become aware of any legal infringements, such links will be removed immediately.

1.4 Data protection in the social media

KRS - SEIGERT GmbH maintains appearances in the "social media", in this case on Facebook, Instagram and LinkedIn. Insofar as we have control over the processing of your data, we ensure that the applicable data protection regulations are complied with. Below you will find the most important information on data protection law in relation to our websites.

Name and address of the person responsible for the company

In addition to KRS - SEIGERT GmbH, the following company is responsible for the company websites within the meaning of the EU General Data Protection Regulation (EU GDPR) and other data protection regulations

- o Facebook
(Meta Platforms Ireland Ltd, 4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland)
- o Instagram
(Meta Platforms Ireland Ltd, 4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland)
- o LinkedIn
(LinkedIn Ireland Unlimited Company, Wilton Place, Dublin 2, Ireland)

However, you use these platforms and their functions at your own risk. This applies in particular to the use of interactive functions (e.g. commenting, sharing, rating). We would also like to point out that your data may be processed outside the European Union.

Purpose and legal basis

We maintain the fan pages ourselves in order to communicate with visitors to these pages and to inform them about our offers in this way.

We also collect data for statistical purposes in order to further develop and optimize the content and to make our offer more attractive. The data required for this (e.g. total number of page views, page activities and data provided by visitors, interactions) are processed by the social networks and made available to us. We have no influence on the generation and presentation of this data.

In addition, your personal data is processed by the social media providers for market

research and advertising purposes. For example, it is possible that user profiles are created based on your usage behavior and the resulting interests. This allows, among other things, adverts to be displayed within and outside the platforms that correspond to your interests. Cookies are usually stored on your computer for this purpose. Irrespective of this, data that is not collected directly on your end devices may also be stored in your user profiles. Data is also stored and analyzed across devices; this applies in particular, but not exclusively, if you are registered as a member and logged in to the respective platforms.

We do not collect or process any other personal data.

The processing of your personal data by KRS - SEIGERT GmbH is based on our legitimate interests in effective information and communication in accordance with Art. 6 para. 1 sentence 1 lit. f. EU-GDPR.

If you are asked for consent to data processing, i.e. if you declare your consent by confirming a button or similar (opt-in), the legal basis for processing is Art. 6 para. 1 sentence 1 lit. a., Art. 7 EU-GDPR.

Your rights / possibility to object

If you are a member of a social network and do not want the network to collect data about you via our website and link it to your stored membership data with the respective network, you must

- o log out of the respective network before visiting our site,
- o delete the cookies present on the device and
- o Close and restart your browser.

However, after logging in again, you will be recognisable to the network as a specific user.

For a detailed description of the respective processing and the opt-out options, please refer to the information linked below:

- o Facebook
Privacy Policy: <https://www.facebook.com/about/privacy/>;
Opt-out: <https://www.facebook.com/settings?tab=ads> and
<http://www.youronlinechoices.com>;
- o Instagram
Privacy Policy: <https://help.instagram.com/519522125107875>;
Opt-out: optout.networkadvertising.org/ and
<http://www.youronlinechoices.com>;
- o LinkedIn
Privacy Policy: <https://www.linkedin.com/legal/privacy-policy>;
Opt-out: <https://www.linkedin.com/legal/cookie-policy> and
<http://www.youronlinechoices.com>;

You have the following rights with regard to the processing of your personal data:

Right of access; right to rectification; right to erasure; right to restriction of processing; right to object; right to data portability; right to lodge a complaint about unlawful processing of your personal data with the competent data protection authority.

However, since KRS - SEIGERT GmbH does not have complete access to your personal data, you should contact the social media providers directly if you wish to make a claim, as they have access to the personal data of their users and can take appropriate measures and provide information.

If you still need help, we will of course try to support you. Please contact datenschutz@krs-seigert.de.

Notes on copyright and art copyright

If you wish to publish images, texts, plans, videos, music etc. on our website, you should be aware that you may be transferring all rights of use to the network, which could ultimately have legal consequences for you if you are not the author or rights holder yourself.

2. Transparency and information obligations for applicants KRS - SEIGERT GmbH

in accordance with the EU General Data Protection Regulation (EU GDPR)

This document informs you about the processing of your personal data by KRS-SEIGERT GmbH and the rights to which you are entitled under data protection law.

Responsible body / contact data protection

address:

Im Vorwerk 30
36456 Barchfeld-Immelborn

Contact information:

www.krs-seigert.de
+49 (0) 36961 / 50-0
info@krs-seigert.de

Contact data protection: Datenschutz@krs-seigert.de

Categories / origin of the data

We process the following personal data as part of the application process:

- o Your master data (surname, first name, name affixes)
- o Contact details (address, telephone number, e-mail address)
- o Qualification data (CV, cover letter, degrees)
- o Photo / work permit / residence permit / date of birth, if applicable
- o

Your personal data is generally collected directly from you as part of the application process. Exceptionally, your personal data may also be collected from other organizations in certain constellations, for example from recruitment agencies.

We also use personal data that we have legitimately obtained from publicly accessible sources (e.g. professional networks).

Purposes and legal bases of data processing

When processing your personal data, the provisions of the EU GDPR, the BDSG (new) and all other (labor) law provisions are always complied with.

We are aware of the importance of your data. Your personal data will be processed exclusively for the purpose of the effective and correct handling of the application procedure and for contacting you as part of the application process.

We also process your data if we have a legal obligation to do so, in particular under labor law. In the case of special categories of personal data in accordance with Art. 9 para. 1 EU GDPR, a balancing of interests also takes place, i.e. data processing only takes place if your interests worthy of protection do not outweigh this (Art. 88 para. 1 EU GDPR in conjunction with. § Section 26 (1), (3) BDSG (new)).

Your consent also constitutes authorisation for data processing. If you have therefore given us your consent (e.g. for longer storage of the application documents in our applicant pool), we will also process your data for this purpose (Art. 88 para. 1 EU GDPR in conjunction with Section 26 para. 2 BDSG (new). § Section 26 (2) BDSG (new)). If we obtain your consent, we will of course inform you about the specific purpose of the data processing and about your right of cancellation. If the consent also relates to the processing of special categories of personal data in accordance with Art. 9 EU GDPR, we will expressly inform you of this in advance.

Storage period of the data

We store your applicant data until the application process has been completed or we no longer need your data for the above-mentioned purposes or you have withdrawn your consent. If we enter into an employment relationship with you, we will continue to store the relevant applicant data, provided that it is still relevant for the fulfillment of the employment relationship.

If we unfortunately have to reject your application, we will delete or destroy your application documents no later than 6 months afterwards. Unless you have given us your consent to include you in our applicant pool and the associated longer storage of your application documents. In this case, we will delete your data after a maximum of 12 months or if you withdraw your consent.

Recipients of the data / categories of recipients

In our company, we ensure that only those departments and persons who need your application data to carry out the application process or fulfill legal obligations have access to it.

Transmission to certain public authorities in cases provided for by law is possible, e.g. tax authorities and possibly also law enforcement authorities.

Third country transfer/intention to transfer to a third country

Data will only be transferred to third countries (outside the European Union or the European Economic Area) if you have given us your consent or if this is required by law.

We do not currently transfer your personal data to any service providers or group companies outside the European Economic Area.

Rights of the data subjects

The rights for you as a data subject are standardized in Art. 15 - 22 EU GDPR. This includes:

- o The right to information (Art. 15 EU GDPR)
- o The right to rectification (Art. 16 EU GDPR)
- o The right to erasure (Art. 17 EU GDPR)
- o The right to restriction of processing (Art. 18 EU GDPR)
- o The right to object to processing (Art. 21 EU GDPR)
- o The right to data portability (Art. 20 EU GDPR)

To assert these rights, please contact datenschutz@krs-seigert.de. The same applies if you have any questions about data processing in our company or wish to withdraw your consent. You can also lodge a complaint against data processing with a data protection supervisory authority.

If we process your data to protect legitimate interests, you can object to this processing at any time for reasons arising from your particular situation. We will then no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms or the processing serves the establishment, exercise or defense of legal claims.

Obligation to provide the data

The decision as to whether or not to establish an employment relationship with you can only be made if you provide us with certain personal data, such as your contact details, CV and references. In doing so, we naturally observe the principle of data minimisation and data avoidance in that you only have to provide us with the data that we need to fully review your application documents or that we are legally obliged to collect.

Unfortunately, we cannot check your application documents without this data. Of course, you have the option of voluntarily providing us with further information in your application documents.

Automated decisions in individual cases

We do not use purely automated processing to reach a decision.

3. Transparency and information obligations for customers, suppliers, contractual partners and interested parties of KRS - SEIGERT GmbH

in accordance with the EU General Data Protection Regulation (EU GDPR)

This document informs you about the processing of your personal data by KRS-SEIGERT GmbH and the rights to which you are entitled under data protection law.

Responsible body / Contact data protection

Address:

Im Vorwerk 30
36456 Barchfeld-Immelborn

Contact
information:

www.krs-seigert.de
+49 (0) 36961 / 50-0
info@krs-seigert.de

Contact data protection:

Datenschutz@krs-seigert.de

Categories / origin of the data

We process the following personal data as part of the contractual relationship and for the initiation of the contract:

For business customers:

- o Contact details (e.g. first and last names of the current and, if applicable, previous contact persons as well as name affixes, company name and address of the customer (employer), telephone number with extension, business e-mail address)
- o Job-related data (e.g. function in the company, department)

We generally receive your personal data from you as part of the contract initiation process or during the ongoing contractual relationship.

Purposes and legal bases of data processing

When processing your personal data, the provisions of the EU GDPR, the BDSG (new) and other relevant legal provisions are always complied with.

Your personal data will be processed exclusively for the implementation of pre-contractual measures (e.g. for the preparation of offers for products or services) and for the fulfillment of contractual obligations (e.g. for the implementation of our service, the supplier contract or for order/order/payment processing), (Art. 6 para. 1 lit. b EU GDPR) or if there is a legal obligation to process (e.g. due to tax law requirements) (Art. 6 para. 1 lit. c EU GDPR). The personal data was originally collected for these purposes.

Your consent to data processing can of course also constitute a data protection authorisation provision (Art. 6 para. 1 lit. a EU GDPR). Before granting your consent, we will inform you about the purpose of the data processing and about your right of cancellation in accordance with Art. 7 para. 3 EU GDPR. If the consent also relates to the processing of special categories of personal data in accordance with Art. 9 EU GDPR, we will expressly inform you of this in advance.

KRS - SEIGERT GmbH is also interested in maintaining the customer relationship with you and sending you information and offers about our company / products / services by e-mail. We therefore process your data in order to send you corresponding information and offers (Art. 6 para. 1 lit. f EU-GDPR).

Your personal data will only be processed for the detection of criminal offenses under the conditions of Art. 10 EU GDPR.

Storage period of the data

As soon as your data is no longer required for the above-mentioned purposes or you have withdrawn your consent, it will be deleted by us. Data will only be stored beyond the end of the contractual relationship in cases where we are obliged or authorized to do so. Regulations that oblige us to retain data can be found, for example, in the German Commercial Code or the German Fiscal Code. This may result in a retention period of up to ten years. Statutory limitation periods must also be observed.

Recipients of the data / categories of recipients

In our company, we ensure that only those departments and persons receive your data who need it to fulfill our contractual and legal obligations.

In certain cases, service providers such as IT service providers, freight forwarders, etc. support our specialist departments in the fulfillment of their tasks. The necessary data protection contracts have been concluded with all service providers.

In addition, we are required by law to transmit certain information to public authorities, such as tax authorities, law enforcement agencies and customs authorities.

Transfer to a third country / intention to transfer to a third country

Data will only be transferred to third countries (outside the European Union or the European Economic Area) if this is necessary or legally required for the fulfillment of the contractual or supplier relationship or if you have given us your consent to do so.

We do not transfer your personal data to any service providers or group companies outside the European Economic Area.

Rights of the data subjects

Your rights as a data subject are standardized in Art. 15 - 22 EU GDPR. This

includes:

- o The right to information (Art. 15 EU GDPR)
- o The right to rectification (Art. 16 EU GDPR)
- o The right to erasure (Art. 17 EU GDPR)
- o The right to restriction of processing (Art. 18 EU GDPR)
- o The right to object to processing (Art. 21 EU GDPR)
- o The right to data portability (Art. 20 EU GDPR)

To assert these rights, please contact: Datenschutz@krs-seigert.de. The same applies if you have any questions about data processing in our company or wish to withdraw your consent. You can also lodge a complaint against data processing with a data protection supervisory authority.

If we process your data to protect legitimate interests, you can object to this processing at any time for reasons arising from your particular situation; this also applies to profiling based on these provisions.

We will then no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms or the processing serves the establishment, exercise or defense of legal claims.

Obligation to provide the data

You are obliged to provide certain personal data in order to enter into or fulfill a contractual relationship. This is necessary for the establishment, execution and termination of the contractual relationship and the fulfillment of the associated contractual and legal obligations. It is not possible to fulfill the contract without providing this data.

Automated decisions in individual cases

We do not use purely automated processing to reach a decision.