

Data Privacy Statement for KERSTEN Elektrostatik GmbH website users

§ 1 Information on the collection of personal data

(1) General information

Thank you for your interest in our website. The protection of your personal data submitted on occasion of your visit to our homepage is paramount to the KERSTEN Elektrostatik GmbH management. We will here give you an overview of how we process your personal data and your rights in terms of the protection of the privacy of your data. Personal data comprise all data relating to you personally such as name, address, e-mail addresses and user conduct.

Processing of personal data may be needed should the person wish to utilise our company's special services via our website. We will generally seek the consent of an affected person if processing of personal data is needed and should there be no statutory basis for such processing. Processing will always be consistent with the EU General Data Protection Regulation (GDPR) and in accordance with the data privacy regulations applicable to KERSTEN Elektrostatik GmbH in the specific states.

KERSTEN Elektrostatik GmbH, as the responsible entity for processing, has implemented technical and organisational measures to as far as possible ensure consistent protection of personal data processed via this website from loss, destruction, access, change or unauthorised distribution. This also includes secure encrypted transmission of your personal data. We use the TSL (Transport Layer Security) encoding system.

Basic security loopholes during Internet-based data transmissions will, however, remain a risk and absolute protection can never be guaranteed.

(2) Responsible entity for data processing

The responsible entity pursuant to Art. 4 (7) of the EU General Data Protection Regulation (GDPR) and the data privacy regulations, as amended, of the specific states will be:

KERSTEN Elektrostatik GmbH

Walter-Knoell-Str. 3

D - 79115 Freiburg

Germany

Telephone: +49 761 47944-0

Telefax: +49 761 47944-99

E-mail: info@kersten.de

You may contact our Data Privacy Officer, Mr. Sven Bartsch, reference Data Privacy Officer, at the above address or by e-mail at:

datenschutz@kersten.de **(3) General data processing information**

We will only collect and use the personal data of our users to the extent necessary for the provisioning of a functional website and for presentation of the content and services we offer. Collection and use of the personal data of our users will be strictly subject to the consent of the user. Exceptions will be made in cases where prior consent cannot be obtained for good reason and where processing is mandated under statutory provisions.

The following legitimate reasons for processing of your personal data may arise:

- Processing based on your consent (Article 6 (1) lit. a GDPR)
- Processing for performance of a contract with the affected person. This will also apply to processing required to carry out pre-contractual tasks (Article 6 (1) lit. b GDPR)
- Processing to satisfy statutory obligations applicable to our company (Article 6 (1) lit. c GDPR)
- Processing in the event that vital interests of the affected or other natural person requires such processing of personal data (Article 6 (1) lit. d GDPR)
- Processing to protect legitimate interests of our company or of a third party, unless the interests, basic rights and fundamental freedoms of the affected party override the aforementioned interests (Article 6 (1) lit. f GDPR). Legitimate interests may in particular comprise:
 - proper delivery of our website content;
 - statistical evaluation for purposes of checking and optimising the website;
 - offering law enforcement agencies the information required for penal action in the event of a cyber attack;
 - responding to questions and provisioning of services and/or information you need;
 - processing and transmission of personal data for internal or administrative purposes;
 - prevention and exposure of fraud and criminal offences;
 - guarantee of uninterrupted functionality of our technical information systems and website, with the objective of increasing protection and security of data in our company.

§ 2 Your rights

(1) My rights as affected person

You have the right to demand information about your stored personal data at the above address (Art. 15 GDPR). You may also demand corrections should your personal data stored with us be incorrect (Art. 16 GDPR). You may furthermore under certain conditions also demand that your personal data be deleted (Art. 17 GDPR) or exercise your right to objection (Art. 21 GDPR). You also have a right to demand that processing of your personal data be limited (Art. 18 GDPR) or that the data you have made available be returned (Art. 20 GDPR). Limitations pursuant to §§ 34 and 35 BDSG [*Federal Data Protection Act*] apply to rights of information and deletion. Over and above this you are also entitled to lodge a complaint with a supervisory data protection authority (Art. 77 GDPR together with § 19 BDSG).

(2) Objection to or revocation of processing of your data

You may at any time revoke your consent to processing of your data. Such revocation will affect future processing of your personal data with immediate effect.

You may object to processing of your personal data where such processing is based on legitimate balance of interests. This will specifically be the case if processing is not for purposes of a contract between us, as described below when the specific functions are dealt with. We would appreciate if you could include in your objection the reasons why you object to our specific processing of your personal data. We will, following your justified objection, either terminate or adapt our data processing or offer you legitimate reasons why we may be obligated to continue processing your data.

(3) Who will obtain my data?

Unless otherwise stipulated in the detail of an offer, departments of our company that require your data for the execution of our contractual and statutory duties will be granted access to your data. Information about your person will not be disclosed unless mandated by statutory stipulations, unless with your consent and/or unless based on other legal grounds.

Should individual functionalities of our offer require commissioning of external service providers, we will carefully select and commission the latter, bind them to our instructions and carry out routine checks.

(4) For how long will my data be retained?

Unless otherwise stipulated in the detail of an offer, we will process and store your personal data for the period required for the performance of our contractual and statutory obligations.

Your personal data will normally be deleted or blocked when they are no longer required for the fulfilment of contractual or statutory obligations, after you have exercised your right to demand deletion, or after all mutual claims have been settled and provided no statutory obligations exist to retain or to continue legitimate storage of such data.

§ 3 Collection of personal data when visiting our website

(1) Use of server log files

General data and information will be collected in log files every time the affected person or automated system accesses the website. This includes the Internet Protocol address (IP address), browser types and versions, the website from which our website was accessed (referrer), the sub-websites targeted by an accessing system on our website, the date and time of access and other similar data and information serving to avert risks should our technical information systems come under attack.

Art. 6 (1) lit. f GDPR allows temporary storage of data and log files based on the abovementioned legitimate interests.

The system will need to temporarily store an IP address to ensure access to the website by a user's computer. A user's IP address must be stored for the duration of a session.

The log files must be stored to ensure website functionality. We also use the data to optimise the website and to ensure the security of our IT systems. Our legitimate interests are the basis for legal processing of such data pursuant to Art. 6 (1) lit. f GDPR. The data will be deleted when they are no longer needed for the original purpose of collection. This will be the case when a session with data collection for website functionality terminates. Data collection and storage in log files is necessary for provisioning and functionality of a website. Examination of the log files may also be necessary in the event of concrete indications or reasonable suspicion of unlawful usage or of concrete attacks on our website. Our legitimate interest in processing will here lie in the clarification of such attacks and unlawful usage and their prosecution.

(2) Use of Cookies

In addition to the aforementioned data, Cookies will also be stored on your computer when our website is used. Cookies are small text files stored on your hard disk and used by your browser to transmit certain information to the website that placed the Cookie (in this case us). Cookies cannot run programs or pass on viruses to your computer. They serve to render the Web offer generally more user friendly and effective.

This website uses Cookies of type, scope and functionality as described below:

Transient Cookies: These Cookies will be automatically deleted when the browser is closed. This includes Session Cookies in particular. These Cookies store a Session ID used to assign various browser requests to the common session. Your computer will in this way be recognised when you return to our website. Session Cookies are deleted when you log out or close the browser.

Persistent Cookies: These Cookies will be automatically deleted after a specified time that may depend on the Cookie. The Cookies may be deleted in the security settings of your browser.

You will be informed about the use of Cookies when calling up our website, with the request to agree to the processing of personal data that will be affected. This Data Privacy Statement will also be pointed out on that occasion. Your browser settings can be configured to suit your requirements and you may for instance refuse to accept third party or any Cookies. The user therefore has full control over the use of Cookies. Art. 6 (1) lit. f GDPR serves as the legal basis for the use of Cookies when processing personal data. Certain functionalities of the website may be unavailable when Cookies are deactivated.

§ 4 Other functions and offers of our website

In addition to using our website purely for information, we also offer various services that may interest you. You will then normally be requested to furnish further personal details we need for the provisioning of specific services and such data will be subject to the aforementioned data processing guidelines.

(1) Use of contact options

Our website offers e-mail addresses for optional establishment of contact and personal user data will then be transmitted and stored. Such data will serve exclusively for further communication with the user and will never be passed on to third parties. Art.6 (1) lit. f GDPR defines a legitimate interest in processing data transmitted by e-mail.

If contact is made for purposes of concluding a contract, then Art. 6 (1) lit. b GDPR will allow processing to be included with pre-contractual measures and possible subsequent processing required for performance of the contract.

We will not store personal data we process within the framework of general e-mail requests beyond the end of the relevant communication. Communication will terminate when it is clear that the relevant matter has been finalised.

You may of course always object to our storage of your personal data that are collected during such e-mail communication. This will terminate such communication.

(2) Collection and use of personal data submitted with applications

Guaranteed maximum possible protection of your personal data submitted with your application is paramount. All the personal data we collect and process in the course of an application will therefore be protected against unauthorised access and manipulation using technical and organisational measures.

We process personal data of applicants such as name, contact details, CV, nationality, work permit etc. for selection and appointment purposes with the objective of filling posts in the company during application of interested parties.

The legal grounds for processing of your personal data constitute justification, appointment and termination of contractual relationships pursuant to Art. 6 (1) lit. b, compliance with legal obligations pursuant to Art. 6 (1) lit. c and also your consent expressed by voluntary submission of data not necessarily needed for the purpose (e.g. hobbies in the CV).

Processing will furthermore be on grounds of legitimate interests pursuant to Art. 6 (1) lit. f:

- for optimisation of our application processes,
- for compliance with regulations, industry standards and contractual obligations,

- for assertion, exercise or defence of legal claims,
- also for prevention of damage to and/or liability of our company by taking relevant measures.

Although your data will be deleted after serving its purpose, it will also be stored for as long as required for defence against legal claims or against allegations under the AGG [*General Equal Treatment Act*]. This will normally be 6 months. We request that applicants of particular interest who cannot be taken into consideration at the time give their consent to extended storage (normally a year). If processes relevant to accounting, such as reimbursement of travel expenses, are used, the relevant data will be deleted compliant with statutory retention periods, generally 6 to 10 years.

After your successful application, conclusion of the contractual agreement and welcome into our company, we will transfer the data collected in the course of your application to our personnel records.

§ 5 Web analysis

(1) Use of Google Analytics

This website uses Google Analytics, a Web analysis service by Google Inc. ("Google"). Google Analytics uses Cookies, i.e. text files stored on your computer, to analyse your use of the website. Cookie information on your use of the website will normally be transferred to a Google server in the US for storage. If IP anonymization is activated on this website, Google will first abbreviate your IP address if within member states of the European Union or other signatories of the Treaty on the European Economic Area. The full IP address will be transmitted to a Google server in the US for abbreviation in exceptional cases only. Google will use this information on behalf of the website operator to assess your use of the website, compile reports on website activities and offer the website operator further services related to website and Internet use.

The IP address transmitted by your browser within the framework of Google Analytics will not be aggregated with other Google data.

Although you may prevent storage of Cookies via browser settings; we must point out that certain website functionalities may then no longer be available. You may also prevent collection and processing of Cookie generated data related to your website usage (incl. IP address) by Google by downloading and installing a browser plug-in available at: <http://tools.google.com/dlpage/gaoptout?hl=de>.

Opt-out Cookies will prevent future collection of your data when visiting this website. You will need to activate Opt-out on all systems to prevent collection of data by Universal Analytics across various devices. Set the Opt-out Cookie by clicking here: [Google Analytics deaktivieren](javascript:gaOptout())

This website uses Google Analytics with the extension "_anonymizeIp()". IP addresses will then be abbreviated before further processing to exclude reference to specific persons. Should data collected about you reference a person, this will therefore be excluded immediately and the personal data deleted.

We use Google Analytics to analyse the use of our website and in the interest of ongoing improvement. The collected statistics allow us to improve our website and render the website more interesting to our users. In exceptional cases where personal data are transmitted to the US, protection will be ensured since Google complies with the EU-US Privacy Shield, <https://www.privacyshield.gov/EU-US-Framework>. Art. 6 (1) (1) lit. f GDPR is the legal basis for use of Google Analytics.

Details of the third party provider: Google Dublin, Google Ireland Ltd., Gordon House, Barrow Street, Dublin 4, Ireland, Fax: +353 (1) 436 1001. User conditions: <http://www.google.com/analytics/terms/de.html>, Overview of data privacy: <http://www.google.com/intl/de/analytics/learn/privacy.html>, and the Data Privacy Statement: <http://www.google.de/intl/de/policies/privacy>.

This website also uses Google Analytics for analysis of visitor streams across devices, performed via user IDs. You may deactivate the analysis of your usage across devices in your customer account under "My data" "Personal data".

Use of social media

(1) Google Maps integration

We use Google Maps on this website. This allows us to display interactive maps directly on the website for convenient use of map functionalities.

Your visit to the website notifies Google that you have called up the relevant sub page of our website. The data given under "Use of server log files" in this Statement will also be transmitted. This will take place irrespective whether no user account exists or whether Google provides a user account via which you are logged in. When logged in with Google your data will be assigned directly to your account. Should you prefer not to have your profile assigned at Google, you will need to log out before activating the button. Google stores your data in the form of usage profiles for use in advertising, market research and/or for website design to meet market needs. Such evaluation is performed (even for users who are not logged on) in the interest of tailored advertising in particular and to inform other users of the social network about your activities on our website. You are entitled to object to the creation of such user profiles; you will need to contact Google directly for this.

Refer to the operator's Data Privacy Statement for further information on the purpose and scope of data capturing and processing by the plug-in provider. Further information about your rights in this regard and settings to protect your privacy will also be provided there: <http://www.google.de/intl/de/policies/privacy>. Google will process your personal data also in the US, where it is governed under the EU-US Privacy Shield. <https://www.privacyshield.gov/EU-US-Framework>.