

## **Privacy Policy**

Thank you for visiting our website. The security of your personal information and the protection of your privacy are very important to us. We would like to inform you below which personal data is collected and processed on our website.

### **Name and address of the data controller**

The data controller pursuant to the General Data Protection Regulation (GDPR) and other national data protection laws of the Member States as well as other data protection regulations is:

Konstruktion & Musterbau Burkhard Reuter

Ziegelstraße 54

06862 Dessau-Roßlau

Germany

Phone: +49 034901 67275

Email: [b.reuter@reuter-elektronik.de](mailto:b.reuter@reuter-elektronik.de)

Website: [www.reuter-elektronik.de](http://www.reuter-elektronik.de), [www.reuter-elektronik.org](http://www.reuter-elektronik.org), [www.reuter-elektronik.net](http://www.reuter-elektronik.net),  
[www.reuter-elektronik.com](http://www.reuter-elektronik.com)

### **a) General information about data processing**

#### **1. Extent of personal data processing**

We only process personal data of our users insofar as this is necessary to provide a functioning website and our content and services. A collection or processing of personal data of the user is permitted only with the prior consent of the user. An exception applies to cases in which prior consent cannot be obtained for reasons of fact and the processing of the data is permitted by law.

#### **2. Legal basis for the processing of personal data**

Insofar as we obtain the consent of the data subject for the processing of personal data, Art. 6 para. 1 lit. a EU General Data Protection Regulation (GDPR) serves as the legal basis.

When processing personal data necessary for the compliance of a contract of which the data subject is a party, Art. 6 para. 1 lit. b GDPR serves as the legal basis. This also applies to processing operations required to carry out pre-contractual actions.

Insofar as processing of personal data is required to fulfill a legal obligation, Art. 6 para. 1 lit. c GDPR serves as the legal basis.

In the event that vital interests of the data subject or another natural person require the processing of personal data, Art. 6 para. 1 lit. d GDPR serves as the legal basis.

If processing is necessary to safeguard the legitimate interests of our company or a third party, and if the interests, fundamental rights and freedoms of the data subject do not prevail over the first interest, Art. 6 para. 1 lit. f GDPR serves as the legal basis for processing.

### **3. Data deletion and storage duration**

The personal data of the data subject will be deleted or blocked as soon as the purpose of the storage is eliminated. In addition, data storage may take place if provided for by the European or national legislator in EU regulations, laws or other regulations to which the data controller is subject to. Blocking or deletion of the data also takes place when a storage period prescribed by the mentioned standards expires, unless there is a need for further storage of the data for conclusion or fulfillment of a contract.

## **b) Provision of the website and creation of log files**

### **1. Description and scope of data processing**

Each time our website is accessed, our system automatically collects data and information from the computer system of the calling computer.

The following data is collected here:

- (1) Information about the browser type and version used
- (2) The operating system of the user
- (3) The Internet service provider of the user
- (4) The IP address of the user
- (5) Date and time of access
- (6) Websites from which the system of the user visits our website
- (7) Websites accessed by the user's system through our website

The data is also stored in the log files of our system. A storage of this data together with other personal data of the user does not take place.

## **2. Legal basis for data processing**

The legal basis for the temporary storage of the data and log files is Art. 6 para. 1 lit. f GDPR.

## **3. Purpose of data processing**

The temporary storage of the IP address by the system is necessary to allow delivery of the website to the computer of the user. To accomplish this, the user's IP address must be stored for the duration of the session.

Storage in log files is done to ensure the functionality of the website. In addition, the data is used to optimize the website and to ensure the security of our information technology systems. An evaluation of the data for marketing purposes does not take place in this context.

For these purposes, our legitimate interest lies in the data processing according to Art. 6 para. 1 lit. f GDPR.

## **4. Storage duration**

The data is deleted as soon as it is no longer necessary for the purpose of its collection. In the case of data collection to provide a functioning website, this is the case when the respective session is completed.

In the case of storing the data in log files, this applies after no more than seven days. An additional storage is possible. In this case, the IP addresses of the users are deleted or alienated, so that an assignment of the calling client is no longer possible.

## **5. Possibility of objection and deletion**

The collection of data to provide the website and the storage of the data in log files is essential for the operation of the website. Consequently, the user can not object to this storage.

### **c) Use of cookies and links**

Our website does not use cookies or other methods to monitor the usage behavior or to record types of webpage access beyond the above-mentioned level.

There are links on our website which refer to third party websites. As these are websites of other providers, we have no influence on their contents and functions. As such, our privacy policy does not apply there. If you do not wish to visit these pages because of the afore-mentioned reasons, please do not click on the links.

## **d) Email contact**

### **1. Description and scope of data processing**

Contacting us is possible via the provided Email address in the imprint. In this case, the personal data of the user (sender address, subject and content of the email) transmitted with the email will be stored in the company's internal email program.

When concluding a contract by email, for example when purchasing one of our products, further personal data is stored in our customer database. However, this only affects the data that you provide us for the invoice processing, for example your billing address.

After the conclusion of a contract (purchase, credit, sale, etc.), the stored data can be transmitted to third parties as part of our business activities. This applies to all data that has to be processed in order to check the lawful contract execution by tax consultants, tax auditors and offices (tax office). These include, in particular, customer and supplier names and addresses as well as information about sums of money and their use. Further included is information on tax number and VAT identification number required and / or required by law. The data is stored in an electronic accounting program.

### **2. Legal basis for data processing**

The legal basis for the processing of the data transmitted in the course of sending an email is Art. 6 (1) lit. f GDPR. If the email contact aims to conclude a contract, then additional legal basis for the processing is Art. 6 para. 1 lit. b GDPR.

### **3. Purpose of data processing**

The processing of your provided personal data solely serves the purpose of establishing the contact and the care of that contact. In the case of contact via email, this also includes the required legitimate interest in the processing of the data.

### **4. Storage duration**

The data will be deleted as soon as it is no longer necessary for the purpose of its collection. For the personal data sent by email, this is the case when the respective conversation with the user has ended. Your data will be deleted after final processing of your request. This is the case if it can be inferred from the circumstances that the matter in question has been finally clarified and provided that no statutory storage requirements are in conflict. These can arise, for example, by concluding a sales contract. After expiry of the legal obligations, your data will be routinely deleted, provided that they are no longer required for fulfillment of a contract or for initiating a contract and / or that we have no legitimate interest in the re-storage.

## **5. Possibility of objection and deletion**

At any time, the user has the option to revoke his consent to the processing of the personal data. If the user contacts us by email, he may object to the storage of his personal data at any time. In such a case, the conversation cannot continue.

All personal data stored in the course of contact establishment will be deleted in this case. A storage and possible further processing of your data remains reserved, however, if the processing serves the assertion of legal claims.

### **e) Rights of the data subject**

If personal data of you is processed, you are a concerned party (data subject) in the sense of the GDPR and you have the following rights to the data controller:

#### **1. Right to information**

You may ask the data controller to confirm if personal data concerning you is processed by us.

If we processed such data, you can request information from the data controller about the following information:

- (1) the purposes for which the personal data is processed;
- (2) the categories of personal data that is processed;
- (3) the recipients or categories of recipients to whom the personal data relating to you have been or will be disclosed;
- (4) the planned duration of the storage of your personal data or, if specific information is not available, criteria for determining the duration of storage;
- (5) the existence of a right to rectification or deletion of personal data concerning you, a right to restriction of processing by the data controller or a right to object to such processing;
- (6) the existence of a right of appeal to a supervisory authority;
- (7) all available information on the source of the data if the personal data is not collected from the data subject;
- (8) the existence of automated decision-making including profiling under Art. 22 (1) and (4) GDPR and, at least in these cases, meaningful information about the logic involved, and the scope and intended impact of such processing on the data subject.

You have the right to request information about whether your personal information is transmitted to a third country or an international organization. In this context, you may request to be informed of the appropriate guarantees under Art. 46 GDPR in context with the transfer.

## **2. Right to rectification**

You have a right to rectification and / or completion to the data controller, if the processed personal data of you is incorrect or incomplete. The data controller must perform the correction without delay.

## **3. Right to restriction of processing**

You may request the restriction of the processing of your personal data under the following conditions:

- (1) if you contest the accuracy of your personal information for a period of time in which the data controller is able to verify the accuracy of your personal information;
- (2) the processing is unlawful and you refuse to a deletion of the personal data and instead demand the restriction of the use of personal data;
- (3) the data controller no longer requires personal data for the purposes of processing, but you need them to assert, exercise or defend legal claims, or
- (4) if you objected to the processing pursuant to Art. 21 (1) GDPR and it is not yet certain whether the legitimate reasons of the data controller prevail over your reasons.

If the processing of personal data concerning you has been restricted, this data may only be used – except for storage - with your consent or for the purpose of asserting, exercising or defending legal claims or protecting the rights of another natural or legal person or for reasons of significant public interest of the Union or of a Member State.

If the restriction on processing has been restricted in accordance with the above conditions, you will be notified by the data controller before the restriction is lifted.

## **4. Right to deletion**

### a) Deletion obligation

You may request from the data controller to delete your personal information without delay, and the controller is required to delete that information immediately if one of the following is true:

- (1) Your personal data is no longer necessary for the purposes for which they were collected or otherwise processed.
- (2) You revoke your consent of the processing pursuant to Art. 6 para. 1 lit. a or Art. 9 para. 2 lit. GDPR and there is no other legal basis for processing.
- (3) You object to the processing pursuant to Art. 21 (1) GDPR and there are no prior justifiable reasons for processing, or you object to the processing pursuant to Art. 21 (2) GDPR.
- (4) Your personal data has been processed unlawfully.

- (5) The deletion of personal data concerning you is required to fulfill a legal obligation under Union law or the law of the Member States to which the data controller is subject.
- (6) The personal data concerning you was collected in relation to information society services offered pursuant to Art. 8 (1) GDPR.

#### b) Information to third parties

If the data controller publicly released the personal data relating to you and is obliged to delete them in accordance with Art. 17 (1) GDPR, he shall take appropriate measures, including those of a technical nature (while taking available technology and implementation costs into account), to inform data controllers, who are processing the personal data, that you as the data subject requested the deletion of all links to such personal data or of copies or replications of such personal data from them.

#### c) Exceptions

The right to deletion does not exist if the processing is necessary

- (1) to exercise the right to freedom of expression and information;
- (2) to fulfill a legal obligation required by the law of the Union or of the Member States to which the controller is subject, or to carry out a task of public interest or in the exercise of public authority delegated to the controller;
- (3) for reasons of public interest in the field of public health pursuant to Art. 9 (2) lit. h and i and Art. 9 (3) GDPR;
- (4) for archival purposes of public interest, for scientific or historical research purposes or for statistical purposes pursuant to Article 89 (1) GDPR, to the extent that the right referred to in (a) is likely to render impossible or seriously affect the achievement of the objectives of that processing, or
- (5) to assert, exercise or defend legal claims.

## **5. Right to information**

If you have claimed the right of rectification, deletion or restriction of processing to the controller, he is obliged to notify all recipients to whom your personal data have been disclosed of this correction or deletion of the data or restriction of processing, unless this proves to be impossible or involves a disproportionate effort.

You have a right to the data controller to be informed about these recipients.

## **6. Right to data portability**

You have the right to receive your personal data you provided the data controller with in a structured, common and machine-readable format. In addition, you have the right to transfer this

data to another data controller without hindrance by the data controller you provided the personal data with, as long as

- (1) the processing is based on a consent in accordance with Art. 6 para. 1 lit. a GDPR or Art. 9 para. 2 lit. a GDPR or based on a contract pursuant to Art. 6 para. 1 lit. b GDPR and
- (2) the processing is done using automated procedures.

In exercising this right, you also have the right to obtain that the personal data relating to you is transmitted directly from one data controller to another, insofar as this is technically feasible. Freedoms and rights of other persons may not be affected by this.

The right to data portability does not apply to the processing of personal data necessary for the performance of a task in the public interest or in the exercise of official authority delegated to the data controller.

## **7. Right of objection**

At any time, you have the right to object to the processing of your personal data that takes place pursuant to Art. 6 para. 1 lit. e or f GDPR for reasons that arise from your particular situation; this also applies to profiling based on these regulations.

The data controller will no longer process the personal data concerning you unless he can demonstrate mandatory legitimate reasons for the processing that outweigh your interests, rights and freedoms, or the processing serves for the purpose of enforcing, exercising or defending legal claims.

If you object to the processing for direct marketing purposes, your personal data will no longer be processed for these purposes.

Regardless of Directive 2002/58/EC, you have the option, in the context of the use of information society services, of exercising your right to object through automated procedures that use technical specifications.

## **8. Right to revoke the data protection consent declaration**

You have the right to revoke your data protection declaration at any time. The revocation of consent does not affect the legality of the processing carried out on the basis of the consent until the revocation.

## **9. Automated decision on an individual basis including profiling**

You have the right not to be subjected to a decision based solely on automated processing - including profiling - that will have a legal effect or affect you in a similar manner. This does not apply if the decision

- (1) is necessary for the conclusion or performance of a contract between you and the data controller,



- (2) is permissible on the basis of Union or Member State legislation to which the data controller is subject, and that these legislation contains adequate measures to safeguard your rights and freedoms and your legitimate interests, or
- (3) is made with your express consent.

However, these decisions must not be based on special categories of personal data under Art. 9 (1) GDPR, unless Art. 9 (2) lit. a or g GDPR applies and reasonable measures have been taken to protect the rights and freedoms as well as your legitimate interests.

With regard to the cases referred to in (1) and (3), the data controller shall take appropriate measures to uphold your rights and freedoms and legitimate interests, including at least the right to obtain the intervention of a person by the data controller, to state his own position and to challenge the decision.

## **10. Right to appeal to a supervisory authority**

Without prejudice to any other administrative or judicial remedy, you shall have the right to appeal to a supervisory authority, in particular in the Member State of your residence, place of work or place of alleged infringement, if you believe that the processing of the personal data concerning you violates against the GDPR.

The supervisory authority to which the appeal has been submitted shall inform the complainant of the status and results of the complaint, including the possibility of a judicial remedy pursuant to Art. 78 GDPR.

### **f) Further information**

If you have further questions regarding this statement, please contact us. You can find the contact address in our imprint.