

Information obligations according to Articles 13 and 14 GDPR for our customers

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Name and contact details of the data protection officer	Kerstin Herschel External data protection officer PRODATIS CONSULTING AG Landhausstraße 8 01067 Dresden Germany Phone: +49 351 266 23 30 E-Mail: dsb@prodatis.com
The purposes of the data processing and the legal basis for processing the data	<ol style="list-style-type: none"> 1. To fulfil contractual obligations in accordance with Article 6 Paragraph 1b GDPR: Initiation, conclusion, implementation and termination of a contract with you or third parties for the provision of the agreed services and orders, for the fulfilment of contractual services, payment processing, delivery of contractually ordered products, services etc. 2. As part of the balancing of interests in accordance with Article 6 Paragraph 1f GDPR: As far as necessary, we process your data beyond the actual fulfilment of the contract in order to protect the legitimate interests of us or third parties. Examples: Advertising/market and opinion research, insofar as you have not objected to the use of your data, credit checks, assertion of legal claims and defence in legal disputes, guaranteeing IT security and IT operation, processing customer data to improve our products and services and to ensure smooth business operations, etc. 3. On the basis of your consent in accordance with Article 6 Paragraph 1 a GDPR, insofar as you have given us consent to process personal data for specific purposes, such as sending information on products/promotions and for other purposes in accordance with the consent. 4. On the basis of legal requirements according to article 6 paragraph 1 c GDPR, i.e. various legal obligations, e.g. § 257 German Commercial Code and § 147 German Fiscal Code and GoBD for the storage of tax-relevant data, for compliance with legal obligations to health insurance companies, for settlement with health insurance companies, for quality assurance, for documentation and supply of aids according to SGB V, for compliance with legal obligations to care insurance companies according to SGB XI, for product monitoring/product observation etc. and other relevant laws
Recipient of the data	Within our company, only those employees who need access to your data in order to fulfil our contractual and legal obligations are granted access.

	<p>Data may not be passed on to recipients outside our company. However, we are obliged to transfer data and information in certain situations, e.g. if a legal provision requires this. If there are no legal or contractual obligations to pass on data, data will only be transferred after you have given your consent.</p> <p>Under these conditions, recipients of personal data may be, for example:</p> <ul style="list-style-type: none"> • Public and non-public bodies and institutions where there is a legal or official obligation under which we are obliged to provide information, report or forward data <p>Service providers and vicarious agents contractually bound by us may receive data for these purposes if the persons involved are bound to secrecy and written data protection instructions are observed. These are mainly companies from the categories listed below:</p> <p>Surveyors, companies in the fields of support/maintenance of EDP/IT applications, website hosters, external computer centres, archiving, caterers, event agencies, call centre services, document and data medium destruction, customer administration, accounting/controlling, purchasing/procurement, marketing, debt collection, Credit institutions, payment card processing, such as credit cards, lettershops, marketing agencies, tax consultants for preparing monthly and annual financial statements, postal and transport services, freight forwarding, payment transactions, assertion of legal claims and defence in legal disputes (credit agencies, debt collection, lawyers, courts)</p>
<p>Storage period or criteria to determine the period</p>	<p>Your personal data will be stored for as long as necessary to fulfil our contractual and legal obligations.</p> <p>If the data is no longer required for the fulfilment of contractual or legal obligations, it will be deleted, unless storage is necessary due to legal retention periods (e.g. compliance with commercial and tax law retention periods of 10 years).</p>
<p>Your rights</p>	<p>You have the right of access, correction, deletion and limitation of processing of the personal data concerned, the right to object to processing and a right of data transferability.</p> <p>You may object to a given consent to processing at any time with effect for the future.</p> <p>You also have the right to complain to a supervisory authority.</p>
<p>The need to provide your data</p>	<p>The provision of personal data is necessary for the initiation, conclusion, implementation and termination of a contract with you for the delivery/provision of our products or services.</p> <p>Failure to provide such information will result in the inability to use the services we offer or to deliver the products.</p> <p>Excluded from this are all processes in which you can purchase our products or services without providing your personal data.</p>
<p>Transfer of personal data to a third country or an international organisation</p>	<p>Data will only be transferred to countries outside the EU or the EEA (so-called third countries) if this is necessary or required by law (e.g. tax or other prescribed reporting obligations), if you have given us your consent or if it is part of an order processing pursuant to Art. 28 GDPR.</p>

	<p>If service providers in a so-called third country are involved, they are bound by written instructions and are obliged to comply with the level of data protection in Europe by means of an agreement on EU standard contractual clauses.</p>
<p>Automatic decision according to Art. 22 para. 1,4 GDPR</p>	<p>Does not take place.</p>
<p>Right of objection to direct marketing measures</p>	<p>Insofar as the processing is based on your consent, you have the right to revoke your consent at any time without affecting the lawfulness of the processing carried out on the basis of the consent until revocation.</p>
<p>Data sources</p>	<p>We also use telephone directories, websites and other publicly accessible sources for research purposes, e.g. in the event of a change of address.</p> <p>In certain situations, we also receive data from third parties, e.g. family members, authorized representatives or business partners, in order to prepare an offer before the conclusion of a contract, during an existing contract or, in the case of a different delivery address, from the customer.</p>