

LANIUS GmbH

(in the following referred to as "LANIUS")

Information on data processing in accordance with Art. 13 of the EU Data Protection Basic Regulation (GDPR)

for business customers, end customers (consumers) and interested parties

Status: April 2018

With the following information we give you an overview of the processing of your personal data as a business partner, end customer or interested party in our services and products and your rights according to the GDPR.

1. Responsible body and contact data for data protection issues

The body responsible for processing your personal data is:

LANIUS GmbH
Rolandstraße 63
50677 Cologne

Phone +49 (0) 2 21 - 80 111 84 - 0

E-Mail: datenschutz@lanius.com

You can contact us at the above address or by e-mail at datenschutz@lanius.com with questions and concerns relating to data protection law.

2. Categories of personal data

In the endcustomer and business customer contact (in the business contact depending on the company form and additionally named contact person) a processing of personal data takes place. In the context of an order/contract or an inquiry, LANIUS processes the following categories of data, depending on the specific service or product:

- Last name, first name, address, contact data (telephone, e-mail) for end customers;
- Company name if applicable consisting of surname, first name, address, contact data (telephone, e-mail) and additional contact persons for business customers, function, contact data (telephone, e-mail);
- Legitimation data (e.g. ID data), authentication data (e.g. specimen signature), tax ID;
- Payment transaction and order data (e.g. bank details/credit card data, payment orders), credit rating score.

If there are direct contacts with you during the business relationship or execution of the contract, further data, such as information about the contact channel, date, occasion and result and copies of the correspondence will be processed.

3. Purposes of data processing and legal bases

LANIUS processes your personal data to fulfil the respective contract or to carry out pre-contractual measures (e.g. contact inquiries) with you in accordance with Art. 6 (1) b) GDPR.

LANIUS is also subject to various legal requirements (e.g. money laundering law, tax laws) and processes your data in this respect also on the basis of legal requirements according to Art. 6 (1) c) GDPR or in the public interest according to Art. 6 (1) e) GDPR. The purposes of the processing include, inter alia

- the prevention of fraud and money laundering;
- the fulfilment of control and reporting obligations under tax law;
- and the assessment and management of risks at LANIUS.

If necessary, LANIUS processes your data within the scope of the weighing of interests according to Art. 6 (1) f) GDPR to protect the legitimate interests of LANIUS or third parties. For example:

- Data exchange with credit agencies to determine creditworthiness and default risks;
- Enforcement of legal claims and defense in legal disputes;
- Ensuring IT security and operation of LANIUS;
- Prevention of crime;
- Measures for business management and further development of services and products.

LANIUS also processes your data on the basis of existing contracts or requests for needs-oriented information on other services and products (advertising) in accordance with the following requirements, for example, as part of the balancing of interests pursuant to Art. 6 (1) f) GDPR for the protection of the legitimate interests of LANIUS:

- postal advertising unless you have objected to this processing; you can object to this advertising use at any time with effect for the future under the above-mentioned contact data (see section 1.) (see section 7.);
- Advertising by e-mail for your own similar products and services, provided LANIUS has received your e-mail addresses in connection with the sale of products and services from you and you have not objected to this processing; you can object to this advertising use at any time with effect for the future under the above contact data (see number 1.) (see number 7.), whereby apart from the transmission costs of the objection no further costs arise; you will also be clearly and repeatedly informed with each use of your e-mail address that you can object to this use at any time;

- telephone advertising to companies in the event of your presumed consent, provided that you have not objected to this processing; you can object to this advertising use at any time with effect for the future under the above-mentioned contact data (see section 1.) (see section 7.).

If you have given us your consent to the processing of personal data for specific purposes, the lawfulness of such processing is given on the basis of your consent in accordance with Art. 6 (1) a) GDPR. A given consent can be revoked at any time with effect for the future under the above mentioned contact data (see number 1.). Consents can be granted for

- to send the LANIUS newsletter to your e-mail address;
- telephone advertising for other LANIUS products and services.

4. Recipients and categories of recipients of the data

Within LANIUS, only those departments will have access to your data which are required for the fulfilment of our contractual and legal Duties Service providers used by LANIUS may also receive data for these purposes if they are commissioned as contract processors in accordance with Art. 28 GDPR.

Possible recipients of personal data are, for example:

- public bodies and institutions (e.g. tax authorities, Federal Central Tax Office) in the event of a statutory or official obligation;
- other credit and financial services institutions;
- Contractors for support/maintenance of EDP/IT applications, archiving; document processing, call center services, compliance services, controlling, data screening according to legal requirements, data destruction, auditing services and payment transactions;
- Postal and shipping service providers;
- Credit agencies in the context of a creditworthiness inquiry;
- other data recipients on the basis of a consent given by you.

5. Transfer of data to a third country or international organization

A data transfer to countries outside the EU or the EEA (so-called third countries) only takes place if this is legally required for the execution of your orders (e.g. tax reporting obligations), you have given us your consent or in the context of order data processing. If service providers are used in third countries, which is not currently the case, they must, in addition to instructions in writing, take appropriate measures mandatory (e.g. agreement of the EU standard contractual clauses) to comply with the data protection level in Europe.

6. Duration of data storage

LANIUS processes and stores your personal data as long as it is necessary for the fulfilment of our contractual and legal duties and on the basis of the weighing of interests. If the data are no longer

required for this purpose, they are regularly deleted, unless their - temporary - further processing is required for the following purposes:

- Compliance with commercial and tax retention periods (e.g. Commercial Code, Fiscal Code and Money Laundering Act with the periods specified there for retention or documentation for a period of two to ten years);
- Preservation of evidence within the framework of the statute of limitations (e.g. Civil Code with a statute of limitations of up to 30 years and a regular statute of limitations of three years).

7. Your other data protection rights

The following additional rights are available to you as the party concerned in principle and, insofar as this does not conflict with contractual and statutory obligations:

- Right to information (Art. 15 GDPR) with the restrictions according to §§ 34, 35 BDSG new version;
- Right to correct inaccurate data (Art. 16 GDPR);
- Right to deletion (Art. 17 GDPR) with the restrictions according to §§ 34, 35 BDSG new version;
- Right to restrict the processing of personal data (Art. 18 GDPR);
- Right to data transferability (Art. 20 GDPR);
- Right of appeal to a data protection supervisory authority (Art. 77 GDPR);
- Individual case related right of objection (Art. 21 (I) GDPR) for reasons which arise from your particular situation and which concern data processing according to Art. 6 (I) e) and Art. 6 (I) f) GDPR;
- Right of objection against the processing of data for advertising purposes (Art. 21 (III) GDPR); you can object to an advertising use of your data at any time with effect for the future under the above-mentioned contact data (see section 1.).

8. Obligation to provide data

In the context of our business relationship you must provide those personal data which are necessary for the establishment and implementation of a business relationship and the fulfilment of the associated contractual Obligations or for the collection of which we are legally mandatory. Without these data we will usually have to refuse the conclusion of the contract or the execution of the order or we will no longer be able to execute an existing contract and may have to terminate it.