

Privacy information for business partners

This data protection information for business partners informs you about the processing of your personal data by

Centracon AG
Eicherhof 13
42799 Leichlingen

Pursuant to Art. 4 lit. 1 DS-GVO, your personal data includes all information that relates or can be related to your person, in particular by means of assignment to an identifier such as a name or to an organization or customer number by which your person can be identified.

We are providing this Privacy Notice to Business Partners ("**Notice**") to explain, as a data controller, the data processing practices regarding our customers, business partners and suppliers (collectively, "**Business Partners**") and, if applicable, their employees who are associated with Centracon AG.

Scope:

This notice applies if you are an independent business partner of Centracon AG or, if you are an employee of a business partner acting on behalf of the business partner with Centracon AG.

Categories of personal data and data sources:

Centracon AG processes the following personal data about you, its business or third parties:

- **Personal data relating to independent business partners:** Name, business contact information, services or products offered, contract information, communication content (such as emails or business letters), payment information, billing information and business relationship history.
- **Personal data related to employees of a business partner:** name, business contact information, employer name, title/position, and communication content (such as emails or business letters)

Data processing purposes, legal basis and consequences:

Your personal data is processed for purposes of fulfilling the contractual relationship with the business partner (including the fulfillment of contractual performance obligations, invoice processing, communication and compliance with legal requirements), for marketing and CRM activities and for fraud prevention.

- Centracon AG relies on the following legal bases with regard to data processing:
- Fulfillment of the contractual relationship with the business partner (Art. 6 lit. b DS-GVO);
- Legitimate interest of Centracon AG, (Art. 6 lit. f DS-GVO). Legitimate interests may include, in particular, marketing and CRM activities, as well as prevention of fraud, IT misuse, money laundering, operation of a whistleblower system, physical security, IT and network security, internal investigations.
- Consent (Art. 6 lit. a DS-GVO);
- Compliance with legal obligations (Art. 6 lit. c DS-GVO);

The provision of personal data is necessary for the conclusion and/or performance of the contractual relationship and is voluntary. However, if you do not provide this data, it could delay or even make impossible the business partner management and administrative processes.

Categories of Recipients:

Centracon AG may use service providers who act as processors to provide IT and other administrative support (e.g., service providers who provide IT hosting or maintenance support). These service providers may have access to your personal data to the extent necessary to provide such services.

Any access to your personal information is limited to those individuals who need the information to complete their activities.

Centracon AG may disclose your personal information if required or requested to do so by governmental authorities, courts, external agencies or similar third parties.

Retention period:

Personal data will be stored by Centracon AG and its service providers for as long as necessary until our obligations have been fulfilled. The data will be backed up for as long as necessary for the purpose in accordance with the DS-GVO. As soon as Centracon AG no longer needs the data to fulfill contractual or legal obligations, it will be removed from our systems and records and/or measures will be taken so that your personal data is properly anonymized and thus no longer identifiable. Exceptions to this are cases where we need to retain their personal data to comply with legal or regulatory obligations to which Centracon AG is subject. E.g. legally required retention periods resulting from the German Commercial Code, tax law or the Money Laundering Act, which are usually between 5 and 10 years, or we need to preserve evidence within the statute of limitations, which is usually 3 years, but can also last up to 30 years. Ihre Rechte:

Should you have given your consent with regard to certain processing activities, you can revoke this at any time with effect for the future. This revocation will not affect the previous processing of data.

According to the current data protection laws, you have the following rights:

- Right to information, Art. 15 DS-GVO
- You have the right to information about the personal data stored concerning you.
- Right to rectification, Art. 16 DS-GVO.
- If you discover that inaccurate data concerning you is being processed, you may request rectification. Incomplete data must be completed, taking into account the purpose of the processing.
- Right to erasure, Art. 17 DS-GVO.
- You have the right to request the deletion of your data if certain grounds for deletion exist. This is particularly the case if they are no longer necessary for the purpose for which they were originally collected or processed.
- Right to restriction of processing, Art. 18 DS-GVO.
- You have the right to restrict the processing of your data. This means that your data will not be deleted, but will be marked to restrict its further processing or use.
- Right to data portability, Art. 20 DS-GVO.
- You have the right to receive the personal data you have provided to Centracon AG in a structured, common and machine-readable format. Furthermore, you have the right to transfer this data to another responsible party without hindrance by Centracon AG.
- Right to object to unreasonable data processing, Art. 21 DS-GVO.

- The data subject has the right to object at any time, on grounds relating to his or her particular situation, to the processing of personal data concerning him or her carried out on the basis of Article 6(1)(e) or (f) of the General Data Protection Regulation.

Since Centracon AG processes and uses your personal data primarily for the purposes of the contractual relationship with you, Centracon AG basically has a legitimate interest in processing your data which, on the other hand, will override your restriction request.

To exercise your rights, please contact us as stated in the "Questions" section.

Complaint to the supervisory authority about data protection violations.

You have the right to lodge a complaint with the competent supervisory authority if you are of the opinion that the processing of your data is not permitted under data protection law. This results from Art. 77 EU General Data Protection Regulation. The complaint to the supervisory authority can be made informally.

Automated decision-making/profiling:

Centracon AG does not perform automated decision making.

Questions:

You can reach the data protection officer of Centracon AG at the following contact details:

E-mail: lucia.strasser@centracon.com