

## Privacy policy for business partners of ondeso GmbH

The protection of your personal data is a top priority for us and is taken into account in all of our business processes. The following data protection information provides you with a detailed overview of the processing of your personal data by ondeso GmbH.

Personal data means any information relating to an identified or identifiable natural person. With this data protection notice, we inform you about the type, scope and purpose of the collection of personal data at ondeso GmbH and how we handle this data. In addition, you will learn what rights you have regarding the processing of your personal data. The following information applies to all natural persons whose personal data is stored and is related to the business relationship.

### 1. Who is responsible for processing my data and whom can I contact about data protection?

The responsible for the processing of personal data described below is:

ondeso GmbH  
Osterhofener Str. 16  
93055 Regensburg  
Phone: +49 941 4629320  
E-mail: [info@ondeso.com](mailto:info@ondeso.com)

The contact details of our data protection officer are as follows:

Alexander Bugl  
Bugl & Kollegen GmbH  
Sedanstraße 7  
93055 Regensburg  
Phone: +49 941 63049789  
E-mail: [kontakt@buglundkollegen.de](mailto:kontakt@buglundkollegen.de)

### 2. Essentials

We process personal data ("data") in accordance with the principles of the data protection law only to the extent that it is necessary, we are permitted to do so by applicable legal requirements or we are obliged to do so. Unless otherwise stated below, the terms "process" and "processing" also include particularly, the collection, use, storage, disclosure and transfer of personal data (see Article 4 No. 2 of the EU General Data Protection Regulation ("GDPR")).

#### 2.1. General data from the business relationship

We process the data that you provide to us as part of our business relationship. This includes particularly the following data:

- Contact details of the business partner's contact person(s), in particular title, name, business address, telephone number and e-mail address;
- Master data changes made by you, e.g. address changes;

#### 2.2. Data from other sources

We process personal data from publicly accessible sources (e.g. commercial register, authorities, Internet) only insofar as this is legally permissible, for example because it is necessary for the provision of our services, or there is a legitimate interest.

This includes in particular following data:

Name and business address of the managing directors and shareholders as far as can be seen from the commercial registers.

Name, business address and contact details of persons who may have an interest in our products or services and who have published their personal data on social networks such as XING and LinkedIn.

### **3. What is my data used for (purpose of processing) and on what basis (legal basis) does this happen?**

#### **3.1. Collection and processing within the scope of a business relationship**

We collect and process your personal data described in more detail above as part of the acceptance and fulfillment of our contractual obligations to you (Article 6 para. 1 b GDPR).

By entering a business relationship as a customer, prospective customer, supplier or business partner, we will store your contact data as well as information about business processes and communication with you and process it at least for the duration of the business relationship.

#### **3.2. Processing due to a legitimate interest**

In addition, we process your personal data insofar as this is necessary to protect the legitimate interests of ondeso GmbH or a third party (Article 6 para. 1 f GDPR). For the purposes of processing the contractual relationship, we have a legitimate interest in processing the data, for example, in order to carrying out credit checks and to be able to collect receivables. In addition, we process your data to the extent necessary for the assertion of legal claims and defense in legal disputes.

If you have made a purchase of goods/services from us, we are entitled to send you information about our own similar goods and services via the e-mail address sent during the purchase (§7 III Act against Unfair Competition). You may object to this use of your e-mail address at any time, either in whole or for individual measures, e.g. by e-mail (info@ondeso.com) or letter (see 1.), without incurring any costs other than the transmission costs according to the basic rates. Based on the legitimate interest in conjunction with the requirements of §7 III Act against Unfair Competition, we will send you our newsletter or comparable information by e-mail to your specified e-mail address.

#### **3.3 Processing due to legal requirements**

If processing of your personal data is necessary for the fulfillment of legal obligations (Art. 6 para. 1 c GDPR), this takes place for this purpose (e.g. any statutory retention obligations).

### **4. Will my data be passed on?**

Within the scope of our business relationships, personal data may be passed on to ondeso branches, subsidiaries and other contractual partners within the EU. The processing is carried out exclusively for the fulfillment of contractual and business obligations and for the maintenance of the supplier business relationship. A uniform level of data protection is established on the one hand by the existence of binding internal data protection regulations and on the other hand by agreement of the standard contractual clauses for processors.

Within the scope of our business activities, we may use external processors. The transfer of your data to them is carried out in strict compliance with the obligation of confidentiality and the requirements of Art. 28 GDPR. The processors commissioned by us, who may only process the data for us and not for their own purposes, are obliged to comply with the standards of ondeso GmbH.

## 5. How long will my data be stored?

We process and store your personal data only as long as we need them to fulfill contractual, legal or internal process obligations. If there is no longer a legitimate interest or legal obligation, we will delete the data. To ensure that all your data is deleted there is an internal deletion concept in place at ondeso GmbH.

## 6. What rights do I have against ondeso GmbH?

You have extensive rights regarding the processing of your personal data. It is of particular concern to us to familiarize you with these rights:

**Right to information:** You have the right to information about the data stored by us, particularly, for what purpose the processing takes place and how long the data will be stored (Article 15 GDPR).

**Right to request correction of inaccurate data:** You have the right to request that we correct personal data relating to you without undue delay if it is inaccurate (Article 16 of the GDPR).

**Right to deletion:** You have the right to request us to delete the personal data concerning you. These conditions provide that you may request erasure of your data if, for example, we no longer need the personal data for the purposes for which it was collected or otherwise processed, we should process the data unlawfully or you should have legitimately objected, or if there is a legal obligation to erase it (Article 17 GDPR).

**Right to restriction of processing:** You have the right to request restriction of the processing of your data. This right exists particularly for the duration of the examination if you have disputed the accuracy of the data concerning you and in the event that you wish to have restricted processing instead of deletion in the case of an existing right to deletion. Furthermore, processing is restricted in the event that the data is no longer required for the purposes pursued by us, but you need the data to assert, exercise or defend legal claims, as well as if the successful exercise of an objection is disputed between us and you (Article 18 GDPR).

**Right to data portability:** You have the right to obtain from us the personal data concerning you that you have provided to us in a structured, common, machine-readable format (Article 20 GDPR), insofar as this has not already been deleted.

**Right to object:** You have the right to object to the processing of personal data concerning you at any time on grounds relating to your particular situation (Article 21 GDPR).

We will stop processing your personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms, or if the processing serves the purpose of asserting, exercising or defending legal claims.

If you wish to object to the processing of your personal data, please send us an e-mail or contact us in writing at:

ondeso GmbH  
Osterhofener Str. 16  
93055 Regensburg  
Phone: (+49) 941 4629320  
E-mail: [info@ondeso.com](mailto:info@ondeso.com)

## 7. Right to complain to the supervisory authority

You have the option of contacting the above-mentioned data protection officer or a data protection supervisory authority if you believe that the processing of personal data concerning you violates the General Data Protection Regulation. The data protection supervisory authority responsible for us is:

Bayerisches Landesamt für Datenschutzaufsicht  
Promenade 18  
91522 Ansbach  
Phone: +49 981 180093-0  
E-mail: [poststelle@lda.bayern.de](mailto:poststelle@lda.bayern.de)