

PRIVACY POLICY FOR THE WEBSITE AND SOCIAL MEDIA PROFILES

Collection and storage of personal data and the nature, scope and purpose of processing

The protection of personal data and its confidential treatment is a major concern of AViTEQ Vibrationstechnik GmbH. We would therefore like to use the following information to explain what data we collect and how this data is processed and stored.

Information

You have the right to free information about your stored personal data, its origin and recipients and the purpose of data processing at any time. If you have any questions in this regard, please contact the address given in the legal notice or the data protection officer directly.

The data controller (GDPR Art. 4.7) is the following company:

AViTEQ Vibrationstechnik GmbH

Im Gotthelf 16
69795 Hattersheim
Germany
E-Mail: info@aviteq.de

The company **data protection officer** of AViTEQ Vibrationstechnik GmbH can be contacted as follows:

dsb@aviteq.de

Your rights

You are entitled to the data subject rights formulated in Art. 7 para. 3, Art. 15-21, Art. 77 GDPR at any time if the respective legal requirements are met:

- Right to **information** about your personal data processed by us (Art. 15 GDPR);
- Right to **rectification** of your incorrect personal data stored by us (Art. 16 GDPR);
- Right to **erasure** of your personal data (Art. 17 GDPR);
- Right to **restriction of processing** of your personal data (Art. 18 GDPR);

- Right to **data portability** of your personal data (Art. 20 GDPR);
- Right to **lodge a complaint** with a supervisory authority (Art. 77 GDPR).
- Right to **withdraw your consent** (Art. 7 para. 3 GDPR);
- Right to **object to the processing** of your personal data (Art. 21 GDPR);

To assert your rights described here, you can contact us at any time using the contact details above. Your requests to assert data protection rights and our responses to them will be stored for documentation purposes for a period of up to three years and, in individual cases, for the assertion, exercise or defense of legal claims beyond this period. The legal basis is Art. 6 para. 1 sentence 1 lit. f GDPR, based on our interest in the defense against any civil law claims pursuant to Art. 82 GDPR, the avoidance of fines pursuant to Art. 83 GDPR and the fulfillment of our accountability obligation under Art. 5 para. 2 GDPR.

Finally, you have the right to lodge a complaint with a data protection supervisory authority. You can assert this right with a supervisory authority in the Member State of your place of residence, your place of work or the place of the alleged infringement, for Hattersheim (Hessen):

Hessian Commissioner for Data Protection and Freedom of Information
Gustav-Stresemann-Ring 1
65189 Wiesbaden

Right of revocation and objection

In accordance with Article 7 (2) GDPR, you have the right to withdraw your consent at any time. As a result, we will no longer continue the data processing that was based on this consent in the future. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

If we process your data on the basis of legitimate interests, you have the right to object to the processing of your data at any time on grounds relating to your particular situation. If it concerns an objection to data processing for direct marketing purposes, you have a general right of objection, which will be implemented by us even without giving reasons.

If you wish to exercise your right of revocation or objection, simply send an informal message to the above-mentioned contact details.

You can easily change your consent to cookies and similar technologies in the cookie manager at any time or revoke it completely.

Storage duration

The legal basis here is generally Art. 6 para. 1 lit. f GDPR. In principle, we only store personal data for as long as is necessary to fulfill the purposes for which we collected the data. We then delete the data immediately, unless we still need the data until the statutory limitation period expires for evidence purposes for civil law claims, due to statutory retention obligations or there is another legal basis under data protection law for the ongoing processing of your data in a specific individual case.

For evidence purposes, we must retain contractual data for three years from the end of the year in which the business relationship with you ends. Any claims expire at the earliest at this time in accordance with the statutory limitation period.

Even after this time, we must still store some of your data for accounting reasons. We are obliged to do so due to statutory documentation obligations that may arise from the German Commercial Code, the German Fiscal Code, the German Banking Act, the German Money Laundering Act and the German Securities Trading Act. The periods specified there for the retention of documents are two to ten years.

Calling up the website/connection data

Each time you use our website, we process connection data that your browser automatically transmits to enable you to visit the website.

This connection data comprises the so-called http header information, including the user agent, and includes in.

- IP address of the requesting computer,
- Date and time of access,
- Name and URL of the accessed file,
- Website from which the access is made (referrer URL),
- browser used and, if applicable, the operating system of your computer and the name of your access provider.

The data processing of this connection data is absolutely necessary to enable a smooth connection setup of the website, to ensure a comfortable use of our website, to evaluate the system security and stability as well as for further administrative purposes. The connection data is also stored in internal log files for the purposes described above, temporarily and limited to the necessary content, in order to find the cause and take action in the event of repeated or criminal calls that jeopardize the stability and security of our website.

The legal basis for this processing is Art. 6 para. 1 lit. b GDPR, provided that the page visit is made in the course of the initiation or execution of a contract, and otherwise Art. 6 para. 1 sentence 1 lit. f GDPR due to our legitimate interest in enabling website access and the permanent functionality and security of our systems. We also use cookies and similar technologies when you visit our website. You will find more detailed explanations on this later in this privacy policy.

Contact form

The contact form on our website allows you to contact our company quickly and communicate with us directly. If you send us data via the contact form or by e-mail, your details, including the contact details you provide, will be stored by us for processing. In addition, a transmitted IP address as well as the date and time of sending and receipt of the transmitted data are also stored. Your data is treated confidentially and is protected in accordance with the statutory data protection regulations and this privacy policy. This data will not be passed on to third parties without your express consent. The following data will be stored:

- Company name
- Last name and first name, if applicable
- E-mail address
- From which country you are contacting us
- Your telephone number
- Your message
- Machine type / machine number, if applicable

This data is stored by us for the purpose of processing the inquiry, preparing the order and in the event of follow-up questions. The data entered in the contact form is processed exclusively on the basis of your consent (Art. 6 para. 1 a GDPR). You can revoke this consent at any time or have the data deleted. All you need to do is send us an informal email. The legality of the data processing operations carried out until the revocation remains unaffected by the revocation.

Applications via the website

You can apply for vacancies via our careers page. The purpose of data collection is the selection of applicants for the possible establishment of an employment relationship. We collect the following data in particular to receive and subsequently process your application:

- First and last name
- Address and other contact details
- Date of birth
- Application documents (e.g. certificates, CV)
- Date of earliest possible job start and salary expectations

The legal basis for the processing of your application documents is Art. 6 para. 1 sentence 1 lit. b and Art. 88 para. 1 GDPR in conjunction with Section 26 para. 1 sentence 1 BDSG.

We store your personal data upon receipt of your application. If we accept your application and an employment relationship is established, we will store your application data for as long as it is required for the employment relationship and insofar as statutory regulations justify an obligation to retain it.

If we reject your application, we will store your application data for a maximum of 6 months after submission of your application, unless you give us your consent to store it for longer. You can revoke this consent at any time with effect for the future or request earlier deletion of the data.

Localization of website visitors

In order to redirect website users to a suitable country version of our website, we use the GeoIP service from the provider MaxMind Inc (14 Spring Street, Waltham, MA 02451, USA). Your IP address is transmitted to this provider for this purpose. As this is transferred to the USA, we have concluded an order processing agreement and standard contractual clauses with MaxMind in order to guarantee an appropriate level of data protection.

The legal basis is Art. 6 para. 1 sentence 1 lit. f GDPR, based on our interest in being able to show our customers the website that is relevant to them.

Further information can be found at: <https://www.maxmind.com/en/privacy-policy>

Cookies

A cookie is a small text file that is stored on your device by the browser. Cookies are not used to run programs or download viruses to your computer. Most browsers are set by default to accept cookies. However, you can usually adjust your browser settings so that cookies or similar technologies are rejected or only stored with your prior consent. If you reject cookies or similar technologies, not all of our services may function properly for you.

Our cookie management platform, on which we manage the cookie consent of website visitors, stores, among other things, which user has consented to which cookie setting. The cookie manager also organizes which cookies are subject to consent and which are consent-free. In addition, the cookie manager informs website visitors about the cookies, their purposes and storage duration.

Company that processes the data:
consentmanager GmbH
Eppendorfer Weg 183
20253 Hamburg

Privacy policy:

<https://www.consentmanager.net/privacy/>

Purpose of the data processing

Function (legitimate interest (no opt-out possible) (GDPR 6.1.f))

Legal basis for data processing

Legitimate interest (no opt-out possible) (GDPR 6.1.)

Google Web-Fonts

Diese Seite nutzt zur einheitlichen Darstellung von Schriftarten so genannte Web Fonts, die von Google bereitgestellt werden. Die Google Fonts sind lokal installiert. Eine Verbindung zu Servern von Google findet dabei nicht statt.

This site uses so-called web fonts provided by Google for the uniform display of fonts. The Google fonts are installed locally: <https://policies.google.com/privacy?hl=de>.

Privacy policy for the use of Google Analytics

This website uses Google Analytics, a web analytics service provided by Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA ("Google").

Google Analytics uses cookies and similar technologies to analyze and improve our website based on your user behavior. However, your IP address is shortened before the usage statistics are analyzed so that no conclusions can be drawn about your identity. For this purpose, Google Analytics has been extended on our website by the code "anonymizeIP" to ensure anonymized collection of IP addresses.

Google will process the information obtained from the cookies to evaluate your use of the website, to compile reports on website activity for the website operator and to provide other services relating to website activity and internet usage. As part of the activated advertising function, GA Audience also carries out target group remarketing. The data collected in this context may be transmitted by Google to a server in the USA for analysis and stored there.

Google Analytics sets the following cookies in particular for the specified purpose with the respective storage period:

- "_ga" for 2 years and "_gid" for 24 hours (both to recognize and distinguish website visitors by a user ID);

- "_gat" for 1 minute (to reduce requests to the Google servers); "IDE" for 13 months (third-party cookie to recognize and distinguish website visitors by a user ID, to record interaction with advertising and as part of the display of personalized advertising).

The legal basis for this data processing is your consent pursuant to Art. 6 para. 1 lit. a GDPR. Access to and storage of information in the end device then takes place on the basis of the implementation laws of the ePrivacy Directive of the EU member states, in Germany according to § 25 para. 1 TTDSG.

We have concluded an order processing contract with Google for the use of Google Analytics. In the event that personal data is transferred to the USA, we have concluded standard contractual clauses with Google in accordance with Art. 46 para. 2 lit. c GDPR. In addition, we also obtain your express consent for the transfer of your data to third countries in accordance with Art. 49 para. 1 lit. a GDPR.

You can find more information on this in the Google Analytics privacy policy:

<https://support.google.com/analytics/answer/6004245?hl=de>.

Purpose of data processing

Statistics & analysis (consent (GDPR 6.1.a))

Legal basis for data processing

Consent to the storage of cookies on the end device and access to information stored in the end device (TTDSG 25.1)

Consent for subsequent processing for the aforementioned purposes (GDPR 6.1.a)

Company that processes the data

Google Ireland Ltd.

Gordon House, Barrow Street

Dublin 4

IE

Privacy policy: <https://policies.google.com/privacy?hl=en&gl=ZZ>

Purpose of data processing

Marketing (consent (GDPR 6.1.a))

Legal basis for data processing

Consent (GDPR 6.1.a)

Data transfer outside the EU

This provider may transfer, store or process your personal data outside the EEA/EU. These countries may not have the same level of data protection and the enforcement of your rights may be restricted or not possible.

Privacy policy for the use of Google Tag

Google Tag manager enables us to identify and measure the behavior of users on our website. We use Google Tag Manager to integrate providers for web analysis, conversion measurement and user tracking tools. We have concluded a data processing agreement with Google for the use of Google Tag manager.

Company that processes the data

Google Ireland Ltd

Gordon House, Barrow Street

Dublin 4

IE

Privacy policy: <https://support.google.com/tagmanager/answer/9323295?hl=en>

Purpose of data processing

Marketing (consent (GDPR 6.1.a))

Legal basis for data processing

Consent (GDPR 6.1.a)

Data transfer outside the EU

This provider may transfer, store or process your personal data outside the EEA/EU. These countries may not have the same level of data protection and the enforcement of your rights may be restricted or not possible.

Google ReCAPTCHA

Our website uses the Google reCAPTCHA service, which for users from the European Economic Area and Switzerland is provided by Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland, and for all other users by Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA (collectively known as 'Google'). reCAPTCHA prevents automated software (called bots) from carrying out improper activities on the website, i.e. it checks whether the entries made are actually from a human being. To do this, reCAPTCHA uses JavaScript and saves cookies and information in the local storage on your end device. The following data is processed in particular:

- Referrer (address of the site on which the Captcha is used),
- IP address,
- cookies used by Google,
- entry behaviour of the user (e.g. answering the reCAPTCHA question, speed of entries in the form fields, order in which the user selects the entry fields),
- browser type,
- browser plug-ins,
- browser size and resolution,
- date,
- language setting,
- presentation instructions (CSS) and scripts (Javascript).

Google also reads cookies from other Google services such as Gmail, Search and Analytics. If you do not wish to be linked with your Google account in this way, you must log out of Google before visiting our contact page.

The specified data are sent to Google in encrypted form. Google's analysis determines the form in which the captcha is displayed on the page. The use of reCAPTCHA is subjected to statistical analysis. Google states that it does not use your data for personalised advertising.

The legal basis is the necessity for the fulfilment of a contract or the implementation of pre-contractual measures pursuant to Art. 6 Para. 1 Clause 1 lit. b GDPR, for example in the context of registering a user account, the use of a contact form or subscription to a newsletter. Google reCAPTCHA serves to safeguard IT security, guarantee the stability of our website and prevent misuse.

In some cases, the data may also be processed on servers in the USA. In the event that personal data is transferred to the USA or other third countries, this is done on the basis of Art. 49 Para. 1 Clause 1 lit. b GDPR to enable the fulfilment of a contract with you or the implementation of pre-contractual measures.

You can find more information on this: <https://www.google.de/policies/privacy/>



Google Adwords

Our website uses Google AdWords. AdWords is an online advertising program of Google Inc, 1600 Amphitheatre Parkway, Mountain View, CA 94043, United States ("Google").

As part of Google AdWords, we use what is known as conversion tracking. When you click on an ad placed by Google, a cookie is set for conversion tracking. Cookies are small text files that the Internet browser stores on the user's computer. These cookies lose their validity after 30 days and are not used to personally identify the user. If the user visits certain pages of this website and the cookie has not yet expired, Google and we can recognize that the user clicked on the ad and was redirected to this page.

Each Google AdWords customer receives a different cookie. The cookies cannot be tracked via the websites of AdWords customers. The information collected using the conversion cookie is used to generate conversion statistics for AdWords customers who have opted for conversion tracking. Customers are told the total number of users who clicked on their ad and were redirected to a page with a conversion tracking tag. However, they do not receive any information that can be used to personally identify users. If you do not wish to participate in tracking, you can object to this use by deactivating the Google conversion tracking cookie via your Internet browser under user settings. You will then not be included in the conversion tracking statistics.

"Conversion cookies" are stored on the basis of Art. 6 para. 1 f GDPR. The website operator has a legitimate interest in the analysis of user behavior in order to optimize both its website and its advertising. We have concluded a data processing agreement with Google for the use of Google Ads.

You can find more information about Google AdWords and Google Conversion Tracking in Google's privacy policy: <https://www.google.de/policies/privacy/>

You can set your browser so that you are informed about the setting of cookies and only allow cookies in individual cases, exclude the acceptance of cookies for certain cases or in general and activate the automatic deletion of cookies when closing the browser. If cookies are deactivated, the functionality of this website may be restricted.

Privacy policy for the use of YouTube

On our website, we use videos from YouTube LLC, 901 Cherry Ave, 94066 San Bruno, CA, USA ("YouTube"), a company of Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA ("Google"). We have integrated YouTube videos into our online offering, which are stored on YouTube and can be played directly from our website.

YouTube may store information such as cookies, local storage and session storage on your end device and execute JavaScript, which accesses information on your end device. The legal basis for this data processing is your consent pursuant to Art. 6 para. 1 lit. a GDPR.

YouTube may store information such as cookies, local storage and session storage on your device and execute JavaScript, which accesses information on your device. The legal basis for this data processing is your consent pursuant to Art. 6 para. 1 lit. a GDPR.

The access to and storage of information in the end device then takes place on the basis of the implementation laws of the ePrivacy Directive of the EU member states, in Germany according to § 25 para. 1 TTDSG. The transfer of your data to the USA and other third countries is based on your express consent in accordance with Art. 49 para. 1 lit. a GDPR.

When you visit the website, YouTube and Google receive the information that you have accessed the corresponding subpage of our website. This happens regardless of whether you are logged in to YouTube or Google or not.

YouTube and Google use this data for the purposes of advertising, market research and the needs-based design of their websites. If you access YouTube on our website while you are logged into your YouTube or Google profile, YouTube and Google can also link this event to the respective profiles. If you do not want this association, you must log out of Google before accessing our website.

In addition to withdrawing your consent, you also have the option of deactivating personalized advertising in the Google settings for advertising. In this case, Google will only display non-personalized advertising: <https://adssettings.google.com/>

Further information can also be found in Google's privacy policy for YouTube: <https://www.google.de/policies/privacy/>

Other online presences in social networks

We maintain online presences in social networks in order to communicate with customers and interested parties and to provide information about our products and services.

User data is generally processed by the relevant social networks for market research and advertising purposes. This allows user profiles to be created based on the interests of the users. Cookies and other identifiers are stored on users' computers for this purpose.

Based on these usage profiles, advertisements are then placed within the social networks and on third-party websites, for example. As part of the operation of our online presence, we may have access to information such as statistics on the use of our online presence provided by the social networks. These statistics are aggregated and may include, in particular, demographic information and data on interaction with our online presence and the posts and content distributed via it. Please refer to the list below for details and links to the social network data that we can access as the operator of the online presences. The collection and use of these statistics are generally subject to joint responsibility. Where this applies, the relevant contract is listed below.

The legal basis for data processing is Art. 6 para. 1 sentence 1 lit. f GDPR, based on our legitimate interest in effective user information and communication with users, or Art. 6 para. 1 sentence 1 lit. b GDPR, in order to stay in contact with our customers and to inform them and to carry out pre-contractual measures with future customers and interested parties.

If you have an account with the social network, it is possible that we can see your publicly available information and media when we access your profile. In addition, the social network may allow us to contact you. This can take place, for example, via direct messages or posted contributions. The content of the communication via the social network and the processing of the content data is the responsibility of the social network as a messenger and platform service. As soon as we transfer personal data from you to our own systems or process it further, we are independently responsible for this and this is done to carry out pre-contractual measures and to fulfill a contract in accordance with Art. 6 Para. 1 lit. b GDPR.

The legal basis for the data processing carried out by the social networks on their own responsibility can be found in the data protection information of the respective social network. The links below will also provide you with further information on the respective data processing and the options to object.

We would like to point out that data protection requests can be made most efficiently with the respective provider of the social network, as only these providers have access to the data and can take appropriate measures directly. You can of course also contact us with your request. In this case, we will process your request and forward it to the provider of the social network.

Below is a list with information on the social networks on which we have an online presence:

Facebook (Facebook Ireland Ltd., 4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland): Privacy policy: <https://www.facebook.com/policy.php>

LinkedIn (LinkedIn Ireland Unlimited Company Wilton Place, Dublin 2, Ireland): Operation of the LinkedIn company page under joint responsibility on the basis of an agreement on the joint processing of personal data (so-called Page Insights Joint Controller Addendum): <https://legal.linkedin.com/pages-joint-controller-addendum>

Information on the processed Page Insights data and how to contact us in the event of data protection inquiries: <https://legal.linkedin.com/pages-joint-controller-addendum>

Microsoft Teams

To communicate with you, we may use the Microsoft Teams service provided by Microsoft Ireland Operations Limited, South County Business Park, Leopardstown, Dublin 18, Ireland. This enables the exchange of text messages in chats and the making of audio and video calls.

When communicating via Microsoft Teams, the following data may be processed

Personal details: display name if applicable, first name, surname, telephone number, e-mail address, password (encrypted for authentication), profile picture:

- For chat use: text messages;
- For audio use: recording data of the microphone;
- When using video: recording data of the video camera;
- For screen sharing: recording data of the desktop;
- When using the phone: incoming and outgoing phone numbers, country name, start and end time, possibly other connection data such as the IP address of the device;
- Metadata: IP address, phone number if applicable, type of device and software, time of last activity on Teams, number of chat messages, number of calls made, duration of time for audio, video and screen sharing.

Microsoft also stores and uses the metadata to enable aggregated analysis and reporting on the use of Teams. All data traffic during the use of Microsoft Teams is encrypted (generally TLS 1.2 with Perfect Forward Secrecy (PFS), MTLS for text messages and SRTP for audiovisual content) and encrypted data storage generally takes place on servers in the European Economic Area (EEA).

The legal basis for data processing in connection with the fulfillment of a contract or the implementation of pre-contractual measures is Art. 6 para. 1 sentence 1 lit. b GDPR. In addition, the legal basis is Art. 6 para. 1 sentence 1 lit. f GDPR based on our legitimate interest in providing a secure and functional communication channel. We have concluded an order processing contract with Microsoft. In the event that data is exceptionally transferred to the USA, Microsoft Ireland Operations Limited has concluded standard contractual clauses with Microsoft Corporation, One Microsoft Way, Redmond, WA 98052-6399, USA, and has taken additional measures. Further information can be found in Microsoft's privacy policy:

<https://privacy.microsoft.com/de-de/privacystatement>

Data security

We use the widespread SSL (Secure Socket Layer) method in conjunction with the highest level of encryption supported by your browser when you visit our website. You can tell whether an individual page of our website is transmitted in encrypted form by the closed display of the key or lock symbol in the lower status bar of your browser.

We also use suitable technical and organizational security measures to protect your data against accidental or intentional manipulation, partial or complete loss, destruction or unauthorized access by third parties. Our security measures are continuously improved in line with technological developments.

Up-to-dateness and amendment of this privacy policy

This privacy policy is currently valid and was last updated in February 2024

It may become necessary to amend this privacy policy as a result of the further development of our website and offers on it or due to changes in legal or official requirements. You can access the current privacy policy at any time on the website <https://www.aviteq.com/en/privacy-policy>