

GDPR Guide Lines Go-on S.A.R.L. (Go-on Group)

Data protection

We are delighted that you have shown an interest in our company. The management team at Go-on S.A.R.L. (Go-on Group) takes the protection of your data very seriously. As a rule, it is possible to visit the Go-on S.A.R.L. (Go-on Group) website without having to provide any personal data. However, if a data subject wishes to make use of the special services provided by our company via our website, it may be necessary to process personal data. If it is necessary to process personal data and there is no legal basis for this, we shall as a rule obtain consent from the data subject.

The processing of personal data, such as the name, address, email address or telephone number of a data subject, shall always be in accordance with the General Data Protection Regulation and in accordance with the country specific data protection provisions applicable to Go-on S.A.R.L. (Go-on Group). The purpose of this privacy policy is to enable our company to inform the public about the type and volume of personal information that the provider collects and uses and why this information is collected and used. Furthermore, this privacy policy is used to inform the data subjects about their rights.

Go-on S.A.R.L. (Go-on Group) has implemented numerous technical and organisational measures to ensure the most comprehensive as possible protection of personal data processed via this website. Nevertheless, internet-based data transmissions can still be subject to vulnerabilities, meaning that absolute protection cannot be guaranteed. For this reason, each data subject is free to provide us with personal data via alternative means, for example by telephone.

1. Definitions

The privacy policy of Go-on S.A.R.L. (Go-on Group) is based on the definitions used by the European directive and legislator when adopting the General Data Protection Regulation (GDPR). Our privacy policy is intended to be comprehensible and easy to read for the general public, customers and business customers. This is why we would initially like to explain the terms that are used in this document.

We use the following terms in this privacy policy, among others:

- **Personal Data**

Personal data includes all information which relates to an identified or identifiable natural person (hereinafter referred to as "data subject"). Identifiable refers to a person who can be identified directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

- **Data subject**

The data subject is any identified or identifiable natural person whose personal data are processed by the controller.

- **Processing**

Processing includes any process carried out with or without the help of automated processes or any such series of processes in connection with personal data such as collection, recording, organisation, filing, saving, adaptation or amendment, reading, querying, use, publication by forwarding, distribution or any other form of provision, comparison or encoding, abbreviation, deletion or destruction.

- **Restriction of processing**

Restriction of processing is the identification of stored personal data in order to limit their future processing.

- **Profiling**

Profiling is any kind of automated processing of personal data which involves the use of such personal data to evaluate certain personal aspects relating to a natural person, in particular to analyse or predict aspects relating to work performance, economic situation, health, personal preferences, interests, reliability, behaviour, location or relocation of that natural person.

- **Pseudonymisation**

Pseudonymisation is the processing of personal data in such a way that the personal data can no longer be attributed to a specific data subject without additional information, provided that this additional information is kept separately and is subject to technical and organisational measures which ensure that the personal data are not attributed to an identified or identifiable natural person.

- **Data controller or party responsible for data processing**

The data controller or party responsible for data processing is the natural or legal person, public authority, institution or other body which, alone or in conjunction with others, decides on the purposes and means of processing personal data. Where the purposes and means of such processing are determined by European Union law or the law of the Member States, the controller or the specific criteria for its designation may be provided for under European Union or national law.

- **Processor**

A processor is a natural or legal person, authority, institution or other body who processes personal data on behalf of the data controller.

- **Recipient**

The recipient is a natural or legal person, public authority, institution or other body to whom personal data are disclosed, whether or not they are third parties. However, authorities which may receive personal data in the context of a specific task under European Union law or Member State law, shall not be considered recipients.

- **Third parties**

A third party is a natural or legal person, public authority, institution or other body other than the data subject, the data controller, the processor and those authorised under the direct responsibility of the controller who processes personal data.

- **Consent**

Consent is any declaration or other unambiguous and informed expression of intent given voluntarily by the data subject, in the form of a declaration or other unambiguous affirmative action, in which the data subject indicates that he/she agrees to the processing of his/her personal data.

2. Name and address of the controller

The controller within the meaning of the General Data Protection Regulation, other data protection laws in force in the Member States of the European Union, and other provisions of a data protection nature, is:

Go-on S.A.R.L. (Go-on Group)
28, Boulevard Princesse Charlotte
98000 Monaco
Monaco
Tel: +377 97 70 13 29
Email: post@go-on-group.com
Website: <https://www.go-on-group.com>

3. Point of contact for questions about data protection

Should data subjects have any questions and suggestions regarding data protection, they can contact our data protection officer directly at any time.

Go-on S.A.R.L. (Go-on Group)
-Data protection officer-
28, Boulevard Princesse Charlotte
98000 Monaco
Monaco
Tel: +377 97 70 13 29
Email: dpo@go-on-group.com
Website: www.go-on-group.com

4. Collection of general data and information

The Go-on S.A.R.L. (Go-on Group) website collects a number of general data and information each time a person or an automated system accesses the website. These general data and information are stored in the log files of the server. Data captured can include (1) the browser types and versions used, (2) the operating system used by the accessing system, (3) the Internet page from which an accessing system reaches our Internet page (referrer), (4) the sub-websites which are accessed via an accessing system on our website, (5) the date and time the website is accessed, (6) an internet protocol address (IP address), (7) the internet service provider of the accessing system and (8) other similar data and information which serves to protect against attacks on our information technology systems.

When using this general data and information, Go-on S.A.R.L. (Go-on Group) does not draw any conclusions about the data subject. This information is instead required in order to (1) deliver the content of our website correctly, (2) to optimise the content of our website and its advertising, (3) to ensure the long term functionality of our information technology systems and the technology of our website, and (4) to provide law enforcement agencies with the information that is necessary for prosecution in the event of a cyber-attack. Go-on S.A.R.L. (Go-on Group) evaluates this anonymously collected data and information both statistically and with the aim of increasing data protection and data security in our company ultimately in order to ensure the best possible level of protection for the personal data we process. The anonymous data in the server log files are stored separately from all personal data provided by a data subject.

5. Routine erasure and blocking of personal data

The data controller shall process and store personal data relating to the data subject only for the period of time necessary to achieve the purposes for which the data are stored, or to the extent provided for by the European guideline and regulatory body or any other legislator of laws or regulations to which the data controller is subject.

If the purpose of data storage no longer applies or a retention period prescribed by the European legislative authority by means of European directives, or another legislator, expires, the personal data shall be typically blocked or erased in accordance with statutory provisions.

6. Rights of the data subject

- **Right of confirmation**

Every data subject has the right, as granted by the European directive and legislator, to request confirmation from the data controller as to whether personal data relating to him/her are being processed. If the data subject wishes to exercise this right of confirmation, he/she may at any time contact an employee of the data controller.

- **Right to receive information**

Any data subject has the right, as granted by the European directive and legislator, to receive from the data controller at any time information and a copy of his or her personal data that are being stored or processed. In addition, the European directive and legislator grants the data subject access to the following information:

- the purposes for which the data are being processed;
- the categories of personal data that are being processed;
- the recipients or categories of recipients to whom the personal data have been or will be disclosed, in particular recipients in third countries or international organisations;
- if possible, the planned duration for which the personal data shall be stored, or, if this is not possible, the criteria for determining this duration;
- the existence of the right to have personal data corrected or erased, or to restrict how much they can be processed by the data controller, or the right to object to the processing of your personal data;
- the right to lodge a complaint with a supervisory authority;
- if the personal data are not collected from the data subject; all available information on the origin of the data;
- the existence of automated decision making including profiling pursuant to Article 22 paras. 1 and 4 of the GDPR and, at least in these cases, meaningful information on the logic involved and the scope and intended effect of such processing with respect to the data subject.

The data subject also has the right to know whether personal data has been transferred to a third country or to an international organisation. In such a case, the data subject is also entitled to obtain information on the relevant guarantees in connection with the transmission.

If the data subject wishes to exercise this right to information, he/she may at any time contact an employee of the data controller.

- **Right to rectification**

Any data subject has the right, as granted by the European directive and legislator, to demand the immediate correction of any inaccurate personal data that relate to him or her. Furthermore and taking into account the purposes of processing, the data subject has the right to request that incomplete personal data be completed, with the inclusion of a supplementary declaration.

If the data subject wishes to exercise this right of correction, he/she may at any time contact an employee of the data controller.

- **Right to erasure (Right to be forgotten)**

Any data subject has the right, as granted by the European directive and legislator, to demand that the data concerning him or her be erased immediately, provided that one of the following reasons applies and insofar as the data processing is not necessary:

- The personal data were no longer necessary for the purposes for which they were collected or were handled in some other form which is no longer necessary.
- The data subject revokes his/her consent to the processing of personal data pursuant to art. 6 para. 1 lit. a of the GDPR or Article 9 para. 2 lit. a of the GDPR and there is no other legal basis for processing.

- The data subject lodges an objection against the processing of data in accordance with art. 21 para. 1 GDPR and there are no overriding legitimate reasons for processing, or the data subject lodges an objection against the processing of data pursuant to art. 21 para. 2 of the GDPR.
- Your personal data was processed illegally.
- Erasure of personal data is necessary to fulfil a legal obligation under European Union law or the law of the Member States by which the data controller is governed.
- The personal data was collected in relation to information society services offered pursuant to art. 8 para. 1 of the GDPR.

If one of the above reasons is correct and a data subject wishes to arrange for his/her personal data that is held by Go-on S.A.R.L. (Go-on Group) to be erased, he/she may at any time contact an employee of the data controller. The employee of Go-on S.A.R.L. (Go-on Group) shall ensure that the erasure request is actioned immediately.

If the personal data of Go-on S.A.R.L. (Go-on Group) were made public and our company as the controller is obligated in accordance with Article 17 para. 1 of the GDPR to commit to the deletion of personal data, therefore, taking into account the available technology and implementation costs, Go-on S.A.R.L. (Go-on Group) shall take appropriate measures, including technical means, to inform other controllers who process the published personal data that the data subject has requested from such other controllers the erasure of all links to such personal data or of copies or replications of such personal data, unless the processing is necessary. The employee of Go-on S.A.R.L. (Go-on Group) shall make the necessary arrangements on a case by case basis.

- **Right to restriction of processing**

Any data subject has the right, as granted by the European directive and legislator, to demand that the data controller restrict the processing of such data if one of the following conditions is met:

- The data subject disputes the correctness of the personal data and the data controller is granted sufficient time to verify whether the data is correct or not.
- The processing of data is unlawful, the data subject declines the erasure of personal data and instead demands that the use of personal data be restricted.
- The data controller no longer needs the personal data for the purposes of processing, but the data subject needs the data to assert, exercise or defend legal claims.
- The data subject has lodged an objection to the processing of the data pursuant to Article 21 para. 1 of the GDPR and it is not yet clear whether the legitimate grounds asserted by the data controller outweigh those of the data subject.

Insofar as one of the abovementioned conditions is met and a data subject wishes to request the restriction of personal data stored by Go-on S.A.R.L. (Go-on Group), they can contact an employee of the data controller at any time. The employee of Go-on S.A.R.L. (Go-on Group) shall make arrangements for the restriction of processing.

- **Right to data portability**

Any data subject has the right, as granted by the European directive and legislator, to receive any of the personal data he/she has provided to the data controller in a structured, established and machine readable format. In addition, the data subject has the right to transmit these data to another data controller without hindrance by the current data controller to whom the personal data has been made available, provided that the processing does not conflict with the consent given pursuant to Article 6 para. 1 lit. a of the GDPR or Article 9 para. 2 lit. a GDPR, or for a contract pursuant to art. 6 para. 1 lit. b GDPR and the processing is performed with the aid of automated procedures, provided that the processing is not necessary for the performance of a task in the public interest or in the exercise of official authority delegated to the data controller.

Furthermore, the data subject has the right to transfer data pursuant to Article 20 para. 1 of the GDPR; the data subject has the right to demand that the personal data be transmitted directly by a data controller to another data controller, insofar as this is technically feasible and insofar as this does not affect the rights and freedoms of other persons.

To assert the right of data portability, the data subject may at any time contact an employee of Go-on S.A.R.L. (Go-on Group).

- **Right to object**

Any data subject has the right, as granted by the European directive and legislator, for reasons arising from his or her particular situation, to object at any time to the processing of personal data relating to him or her, as provided for in Article 6 para. 1 lit. e or f of the GDPR. This also applies to profiling based on these clauses.

Go-on S.A.R.L. (Go-on Group) shall no longer process personal data unless we can prove compelling reasons of security for such processing which outweigh the interests, rights and freedoms of the data subject, or the processing serves to assert, exercise or defend legal claims.

If Go-on S.A.R.L. (Go-on Group) processes personal data to carry out direct advertising, then the data subject has at any time the right to object to the processing of personal data for the purpose of such direct advertising. This also applies to profiling insofar as it is associated with such direct advertising. If the data subject objects to the processing of data for direct advertising purposes by Go-on S.A.R.L. (Go-on Group), then Go-on S.A.R.L. (Go-on Group) shall no longer process the personal data for such purposes.

In addition, the data subject has the right, for reasons arising from his or her particular situation, to oppose the processing of personal data concerning him or her that is processed by Go-on S.A.R.L. (Go-on Group) for scientific or historical research purposes or for statistical purposes in accordance with Article 89 para. 1 of the GDPR, unless such processing is necessary for the fulfilment of a task that is in the public interest.

In order to exercise the right to object, the data subject can directly contact any employee of Go-on S.A.R.L. (Go-on Group) or another employee. The data subject is also free to exercise his or her right to object to the use of the data for services provided by information societies, notwithstanding Directive 2002/58/EC, by means of automated procedures using technical specifications.

- **Automated individual decision making, including profiling**

Any data subject has the right, as granted by the European guideline and regulatory body, not to be subject to a decision based solely on automated processing, including profiling, which has a legal effect on him or her, or substantially impairs him or her in a similar manner where the decision, (1) is not necessary for the conclusion or performance of a contract between the data subject and the controller, or (2) is admissible under the laws of the European Union or of the Member States to which the data controller is subject and where such laws contain appropriate measures to safeguard the rights, freedoms and legitimate interests of the data subject, or (3) is made with the express consent of the data subject.

If the decision is (1) necessary for the conclusion or performance of a contract between the data subject and the controller or (2) is made with the express consent of the data subject, then Go-on S.A.R.L. (Go-on Group) shall take appropriate measures to safeguard the rights and freedoms as well as the legitimate interests of the data subject, including at least the right to obtain the intervention of a person from the controller, to express his/her own position and to challenge the decision.

Should the data subject wish to assert his or her rights with regard to automated decision making, then he or she may at any time contact an employee of the data controller.

- **Right to withdraw consent under data protection law**

Any data subject has the right, as granted by the European directive and legislator, to withdraw consent to the processing of personal data at any time.

Should the data subject wish to assert his or her right to right to revoke their consent, then he or she may at any time contact an employee of the data controller.

7. Privacy policy on the implementation and use of Facebook

The controller has integrated Facebook components into this website. Facebook is a social network.

A social network is an Internet based social meeting place; an online community that typically allows users to communicate with each other and interact in virtual space. A social network can serve as a platform to exchange views and experiences, or allow the Internet community to provide personal or business related information. Facebook enables social network users to create private profiles, upload photos and socialise via friend requests.

Facebook is operated by Facebook, Inc., 1 Hacker Way, Menlo Park, CA 94025, USA. The controller responsible for the processing of personal data if a data subject lives outside the US or Canada, is Facebook Ireland Ltd., 4 Grand Canal Square, Grand Canal Harbor, Dublin 2, Ireland.

With each access to one of the individual pages of this website, which is operated by the controller responsible for processing the data, and on which a Facebook component (Facebook plug-in) has been integrated, the Internet browser on the information technology system of the data subject is automatically induced by the relevant Facebook component to download the Facebook content of that component. An overview of all Facebook plug-ins can be found at https://developers.facebook.com/docs/plugins/?locale=en_US. As part of this technical process, Facebook is informed about which specific sub-page on our website has been visited by the data subject.

Insofar as the data subject is simultaneously logged into Facebook, Facebook recognises each visit to our website by the data subject, the entire duration of the respective stay on our website, and also which specific sub-page of our website the data subject visits. This information is collected through the Facebook component and assigned by Facebook to the respective Facebook account of the data subject. If the data subject activates one of the Facebook buttons integrated on our website, for example the "Like" button, or if the data subject makes a comment, Facebook assigns this information to the personal Facebook user account of the data subject and saves these personal data.

Facebook will always receive information from the Facebook component informing that the data subject has visited our website (when the data subject is logged into Facebook at the same time as when they access our website), regardless of whether or not the data subject clicks on a Facebook component. If such a transmission of this information to Facebook is not desired by the data subject, he or she can prevent transmission by logging out of their Facebook account before accessing our website.

The data policy published by Facebook, which is available at <https://de-de.facebook.com/about/privacy/>, provides information on the collection, processing and use of personal data by Facebook. It also explains which options Facebook offers to protect the privacy of the data subject. In addition, different applications are available, which make it possible to suppress data transmission to Facebook. Such applications can be used by the data subject to suppress data transmission to Facebook.

8. Privacy policy on the implementation and use of Shutterstock Images

The controller has integrated components from Shutterstock Images (www.shutterstock.com) on this website. Shutterstock is an American image agency. An image agency is a company that offers photographs and other pictures on the market. Image agencies usually market photographs,

illustrations and film material. Various customers, in particular Internet site operators, editors of print and TV media and advertising agencies, license the images they use through an image agency.

The operating company of Shutterstock Services is Shutterstock, Inc., Empire State Building, 350 Fifth Avenue, 21st Floor, NY, NY 10118, USA

For more information and the privacy policy of Shutterstock Inc, please visit <https://www.shutterstock.com/de/privacy>.

9. Privacy policy on the implementation and use of Google Analytics (with the anonymisation function)

The controller has integrated Google Analytics (with the anonymisation function) into this website. Google Analytics is a web analytics service. Web analysis is the acquisition, collection and evaluation of data concerning the behaviour of the website visitors. Among other things, a web analysis service collects data about which website a data subject has accessed the current website from (so-called referrer), which sub pages of the website were accessed, or how often and for which length of time a sub-page was viewed. Web analysis is mainly used to optimise a website and for carrying out a cost-benefit analysis of internet advertising.

The operating company of Google Analytics Components is Google Ireland Limited | Gordon House | 4 Barroe St | Dublin | D04 E5W5 Ireland.

For web analysis via Google Analytics, the controller uses the add-on "_gat._anonymizeIp". By means of this add-on, the IP address of the internet connection of the data subject is shortened and made anonymous by Google if access to our websites is performed from a Member State of the European Union or another Contracting State to the Agreement on the European Economic Area.

The purpose of the Google Analytics component is to analyse visitor flows to our website. Among other things, Google uses the data and information obtained to evaluate the use of our website in order to compile online reports for us that show activities on our website and to provide other services related to the use of our website.

Google Analytics places a cookie on the information technology system of the data subject. What cookies are, has already been explained above. By setting the cookie, Google makes it possible to analyse the use of our website. Each time you access one of the individual pages of this website, which is operated by the controller, and on which a Google Analytics component has been integrated, the internet browser on the information technology system of the data subject is automatically induced by the relevant Google Analytics component to transmit data to Google for the purposes of online analysis. Within the scope of this technical procedure, Google receives information about personal data, such as the IP address of the data subject, which Google uses to trace the origin of visitors and the clicks which subsequently enables commission settlements (among other aspects).

The cookie is used to store personal information, such as the access time, the location from which access was gained and the frequency of visits to our website by the data subject. Whenever our website is visited, personal data, including the IP address of the Internet connection used by the data subject, is transmitted to Google in the United States of America. These personal data are stored by Google in the United States of America. Google may transfer such personal data collected through the technical process to third parties.

The data subject can prevent our website from setting cookies at any time (as already mentioned above) by means of making the appropriate adjustments in their Internet browser settings and thus permanently object to the setting of cookies. Such a configuration of the internet browser settings would also prevent Google from placing a cookie on the information technology system of the data subject. In addition, a cookie already set by Google Analytics can be deleted at any time via the internet browser itself or other software programmes.

Furthermore, it is possible for the data subject to object to and prevent the collection of data generated by Google Analytics which relates to the use of this website, as well as to the processing of such data

by Google. To do this, the data subject must download and install a browser add-on from the following link <https://tools.google.com/dlpage/gaoptout>. This browser add-on informs Google Analytics, via JavaScript, that no data or information about visits to websites may be transmitted to Google Analytics. The installation of the browser add-on is regarded by Google as an objection. If the information technology system of the data subject is deleted, formatted or reinstalled at a later date, the data subject must reinstall the browser add-on in order to deactivate Google Analytics. If the browser add-on is uninstalled or deactivated by the data subject or by another person who has authorisation to do so, it is possible to reinstall or reactivate the browser add-on at a later time.

For more information and Google's privacy policy, please visit <https://www.google.de/intl/de/policies/privacy/> and <http://www.google.com/analytics/terms/de.html>. Google Analytics is explained in more detail at https://www.google.com/intl/de_de/analytics/.

10. Privacy policy on the implementation and use of Instagram

The controller has integrated components for Instagram services into this website. Instagram is a service that constitutes an audiovisual platform and allows users to share photos and videos and further disseminate these data in other social networks.

The operating company of the Instagram services is Instagram LLC, 1 Hacker Way, Building 14 First Floor, Menlo Park, CA, USA.

Each time one of the individual pages on this website is called up which is operated by the controller and on which an Instagram component (Insta button) has been integrated, the Internet browser on the information technology system of the data subject is automatically identified by the respective Instagram component and causes a representation of the corresponding Instagram component of Instagram to be downloaded. As part of this technical process, Instagram is informed about which specific sub-page on our website has been visited by the data subject.

Insofar as the data subject is simultaneously logged into Instagram, Instagram recognises each visit to our website by the data subject, the entire duration of the respective stay on our website, as well which specific sub-page of our website the data subject visits. This information is collected through the Instagram component and assigned by Instagram to the respective Instagram account of the data subject. If the data subject presses one of the Instagram buttons integrated into our website, the data and information transmitted will be assigned to the personal Instagram account of the data subject and then stored and processed by Instagram.

Instagram will always receive information from the Instagram component informing that the data subject has visited our website (when the data subject is logged into Instagram at the same time as when they access our website), regardless of whether or not the data subject clicks on an Instagram component. If such a transmission of this information to Instagram is not desired by the data subject, he or she can prevent transmission by logging out of their Instagram account before accessing our website.

More information and the applicable privacy policy of Instagram can be viewed at <https://help.instagram.com/155833707900388> and <https://www.instagram.com/about/legal/privacy/>.

11. Privacy Policy on the implementation and use of LinkedIn

The controller has integrated components from the LinkedIn Corporation into this website. LinkedIn is an Internet based social network that allows users to connect to existing business contacts and make new business contacts. More than 400 registered individuals use LinkedIn in over 200 countries. LinkedIn is thus the largest platform for business contacts and one of the most visited websites in the world.

LinkedIn is operated by the LinkedIn Corporation, 2029 Stierlin Court, Mountain View, CA 94043, USA. LinkedIn Ireland, Privacy Policy Issues, Wilton Plaza, Wilton Place, Dublin 2, Ireland, is responsible for data protection issues outside the USA.

Each time our website that is equipped with an LinkedIn component (LinkedIn plug-in) is visited, this component will cause the browser used by the data subject to download a corresponding representation of the LinkedIn component. More information about the LinkedIn plug-ins can be found at <https://developer.linkedin.com/plugins>. As part of this technical process, LinkedIn is informed about which specific sub-page on our website has been visited by the data subject.

Insofar as the data subject is simultaneously logged into LinkedIn, LinkedIn recognises each visit to our website by the data subject and the entire duration of the respective stay on our website, as well as which specific sub-page of our website the data subject visits. This information is collected through the LinkedIn component and assigned by LinkedIn to the respective LinkedIn account of the data subject. If the data subject activates one of the LinkedIn buttons integrated on our website, LinkedIn assigns this information to the personal LinkedIn user account of the data subject and stores these personal data.

LinkedIn will always receive information from the LinkedIn component informing that the data subject has visited our website (when the data subject is logged into LinkedIn at the same time as when they access our website), regardless of whether or not the data subject clicks on a LinkedIn component. If such a transmission of this information to LinkedIn is not desired by the data subject, he or she can prevent transmission by logging out of their LinkedIn account before accessing our website.

At <https://www.linkedin.com/psettings/guest-controls>, LinkedIn provides the option of unsubscribing from email messages, SMS messages and targeted advertisements, as well as to manage ad settings. LinkedIn also uses partners such as Quantcast, Google Analytics, BlueKai, DoubleClick, Nielsen, Comscore, Eloqua and Lotame, which may place cookies. Such cookies can be rejected at <https://www.linkedin.com/legal/cookie-policy>. The applicable Privacy Policy of LinkedIn can be accessed at <https://www.linkedin.com/legal/privacy-policy>. LinkedIn's cookie policy can be viewed at <https://www.linkedin.com/legal/cookie-policy>.

12. Privacy policy on the implementation and use of Twitter

The controller has integrated components from Twitter on this website. Twitter is a multilingual publicly available microblogging service where users can post and distribute so-called Tweets, which are limited to 140 characters. These short messages are available to anyone, including those not registered with Twitter. The tweets, however, are also displayed to the "followers" of the respective user. Followers are other Twitter users who "follow" the tweets of a particular user. Twitter also enables users to reach a large audience using hashtags, links or re-tweets.

Twitter is operated by Twitter, Inc., 1355 Market Street, Suite 900, San Francisco, CA 94103, USA.

Each time one of the individual pages on this website is called up which is operated by the controller and on which a Twitter component (Twitter button) has been integrated, the Internet browser on the information technology system of the data subject is automatically identified by the respective Twitter component and causes a representation of the corresponding Twitter component of Twitter to be downloaded. More information on the Twitter buttons is available at <https://about.twitter.com/de/resources/buttons>. As part of this technical process, Twitter is informed about which specific sub-page on our website has been visited by the data subject. The purpose of integrating the Twitter component is enable users to disseminate the content of this website, to raise awareness of this website in the digital world, and to increase our visitor numbers.

Insofar as the data subject is simultaneously logged into Twitter, Twitter recognises each visit to our website by the data subject, the entire duration of the respective stay on our website, and also which specific sub-page of our website the data subject visits. This information is collected through the Twitter component and assigned by Twitter to the respective Twitter account of the data subject. If the data subject presses one of the Twitter buttons integrated into our website, the data and information transmitted will be assigned to the personal Twitter account of the data subject and then stored and processed by Twitter.

Twitter will always receive information from the Twitter component informing that the data subject has visited our website (when the data subject is logged into Twitter at the same time as when they access our website), regardless of whether or not the data subject clicks on a Twitter component. If such a

transmission of this information to Twitter is not desired by the data subject, he or she can prevent the transmission by logging out of their Twitter account before accessing our website.

The applicable Privacy Policy of Twitter can be accessed at <https://twitter.com/privacy?lang=de>.

13. Privacy Policy on the implementation and use of Xing

The controller has integrated components from Xing on this website. Xing is an Internet based social network that allows users to connect to existing business contacts and make new business contacts. The individual users can create a personal profile at Xing. Companies can, for example, create company profiles or publish job offers on Xing.

The operating company of Xing is XING SE, Dammtorstrasse 30, 20354 Hamburg, Germany.

Each time one of the individual pages on this website is called up which is operated by the controller and on which a Xing component (Xing plug-in) has been integrated, the internet browser on the information technology system of the data subject is automatically identified by the respective Xing component and causes a representation of the corresponding Xing component of Xing to be downloaded. More information about the Xing plug-ins can be found at <https://dev.xing.com/plugins>. As part of this technical process, Xing is informed about which specific sub-page on our website has been visited by the data subject.

Insofar as the data subject is simultaneously logged into Xing, Xing recognises each visit to our website by the data subject, the entire duration of the respective stay on our website, as well as which specific sub-page of our website the data subject visits. This information is collected through the Xing component and assigned by Xing to the respective Xing account of the data subject. If the data subject activates one of the Xing buttons integrated on our website, for example the "Share" button, Xing assigns this information to the personal Xing user account of the data subject and stores these personal data.

Xing will always receive information from the Xing component informing that the data subject has visited our website (when the data subject is logged into Xing at the same time as when they access our website), regardless of whether or not the data subject clicks on a Xing component. If such a transmission of this information to Xing is not desired by the data subject, he or she can prevent the transmission by logging out of their Xing account before accessing our website.

The privacy policy of Xing is available at <https://www.xing.com/privacy> and provides information about the collection, processing and use of personal information by Xing. In addition, Xing has posted a privacy policy for the XING Share button at https://www.xing.com/app/share?op=data_protection.

14. Privacy policy on the implementation and use of YouTube

The controller has integrated YouTube components into this website. YouTube is an internet video portal that allows video publishers to post video clips free of charge and for users to view, rate and comment on these videos free of charge. YouTube allows the publication and viewing of all types of videos, which include complete film and television programs as well as music videos, trailers and videos made by users themselves.

YouTube is operated by YouTube, LLC, 901 Cherry Ave., San Bruno, CA 94066, USA. YouTube, LLC is a subsidiary of Google Inc., 1600 Amphitheatre Pkwy, Mountain View, CA 94043-1351, USA.

Each time you access one of the individual pages of this website, which is operated by the controller and on which a YouTube component (YouTube video) has been integrated, the Internet browser on the information technology system of the data subject is automatically induced by the relevant YouTube component to download the YouTube content of that component. Further information about YouTube can be found at: <https://www.youtube.com/yt/about/de/>. As part of this technical process, YouTube and Google are informed about which specific sub-page on our website has been visited by the data subject.

Insofar as the data subject is logged into YouTube at the same time as visiting our website, YouTube will recognise which specific sub-page of our website is visited by the data subject once the sub-page containing a YouTube video has been opened. This information is collected by YouTube and Google and linked to the YouTube account of the data subject.

YouTube and Google will always receive information from the YouTube component informing that the data subject has visited our website (when the data subject is logged into YouTube at the same time as when they access our website), regardless of whether or not the data subject clicks on a YouTube video. If such a transmission of this information to YouTube and Google is not desired by the data subject, he or she can prevent the transmission by logging out of their YouTube account before accessing our website.

The privacy policy published by YouTube which can be viewed at <https://www.google.de/intl/de/policies/privacy/> provides information about the collection, processing and use of personal data by YouTube and Google.

15. Legal basis of data processing

Article 6 para. lit. a of the GDPR serves as the legal basis for processing operations for which we obtain consent for a specific processing purpose. If the processing of personal data is necessary to fulfil a contract of which the data subject is a party, as is the case, for example, in processing operations necessary for the supply of goods or the provision of any other service or consideration, the processing is based on Article 6 para. 1 lit. b of the GDPR. The same applies to such processing operations which are necessary for carrying out pre-contractual measures, for example in the case of enquiries concerning our products or services. If our company is subject to a legal obligation which requires the processing of personal data, such as the fulfilment of tax obligations, the processing is based on Article 6 para. 1 lit. c of the GDPR. In rare cases, the processing of personal data may be necessary to protect the vital interests of the data subject or of another natural person. This would be the case, for example, if a visitor were injured at our company premises and his or her name, age, health insurance data or other vital information would have to be passed on to a doctor, hospital or other third party. Then the processing would be based on Article 6 para. 1 lit. d of the GDPR. Finally, processing operations could be based on Article 6 para. 1 lit. f of the GDPR. This legal basis is used for processing operations which are not covered by any of the abovementioned legal grounds where processing is necessary for the purposes of the legitimate interests pursued by our company or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject. Such processing operations are particularly permissible because they have been specifically mentioned by the European legislator. The legislator considers that a legitimate interest could be assumed if the data subject is a client of the data controller (Recital 47 clause 2 of the GDPR).

16. Legitimate interests pursued by the data controller or by a third party

Where the processing of personal data is based on Article 6 para. 1 lit. f of the GDPR, our legitimate interest is to carry out our business in favour of the well being of all our employees and the shareholders.

17. Period for which the personal data shall be stored

The criteria used to determine the period of storage of personal data is the respective statutory retention period. After this period expires, the corresponding data shall be routinely erased, as long as they are no longer necessary for the fulfilment of the contract or the initiation of a contract.

18. Legal or contractual provisions for the provision of personal data; necessity for the conclusion of the contract; obligation of the data subject to provide the personal data; possible consequences of failure to provide such data

We clarify that the provision of personal data is partly required by law (e.g. tax regulations) or can also result from contractual provisions (e.g. information on the contractual partner). Sometimes in order to conclude a contract, it may be necessary for the data subject to provide us with

personal data which we must subsequently process. The data subject is, for example, obligated to provide us with personal data when our company signs a contract with him or her. The non-provision of the personal data would have the consequence that the contract with the data subject could not be concluded.

Before personal data are provided by the data subject, the data subject must contact one of our employees. The employee shall clarify to the data subject whether the provision of the personal data is required by law or contract, or if it is necessary for the conclusion of the contract, whether there is an obligation to provide the personal data and the consequences of non-provision of the personal data.

19. Existence of automated decision making

As a responsible company, we do not use automatic decision making or profiling.