

Information in accordance with Art. 13 / Art. 14 GDPR about the processing of your data and your rights under the EU General Data Protection Regulation

This notice informs you about the processing of your personal data and the rights to which you are entitled under data protection law. Which data is processed in detail and how it is used depends largely on the services provided and agreed.

Responsible for data processing and contact to the data protection officer:

Hauber & Graf electronics GmbH
Höpfigheimer Str. 8
71711 Steinheim
Phone: 07144/33905-0
Fax: 07144/33905-0
E-Mail: info@hg-electronics.de

You can reach our data protection officer at: datenschutz@hg-electronics.de

What data do we use and where do we get this data from?

In principle, we process personal data that we receive from you as part of our business initiation or ongoing business relationship. Where necessary, we also process personal data that we have received from third parties (e.g. credit agencies) or on the basis of your consent. We also process personal data that we are authorised to process from publicly accessible sources (e.g. commercial register, press, media).

Relevant personal data includes master data such as first name, surname, address and communication data (e.g. telephone number, email address). In addition, this may also include pre-contractual initiation data, contract and order data, delivery and supply data and creditworthiness data.

What do we process your data for (purposes of processing) and on what legal basis do we do this?

We process personal data in compliance with the EU General Data Protection Regulation (GDPR) and all other relevant laws:

1. For the fulfilment of contractual obligations (Art. 6 (1b) GDPR)

The processing of personal data (Art. 4 No. 2 GDPR) is carried out, for example, to process orders, prepare offers and pre-contractual measures, provide services, issue invoices and deliver goods. The purposes of the processing are primarily based on the service to be provided by us.

2. As part of the balancing of interests (Art. 6 (1f) GDPR)

Where necessary, we also process your data in order to protect our legitimate interests or those of third parties. This may be the case, for example:

- ensuring IT security and IT operations, including testing
- for the prevention and investigation of criminal offences
- for statistical purposes
- to determine creditworthiness with credit agencies
- for the purpose of advertising

If we process your data to protect legitimate interests, you can object to this processing if your particular situation gives rise to reasons that speak against data processing.

Right to object to direct marketing:

You have the right to object to the processing of your personal data for direct marketing purposes.

3. Based on your consent (Art. 6 (1a) GDPR, Art. 9 (2a) in conjunction with Art. 7 GDPR)

Insofar as we have your consent to the processing of personal data for certain purposes (e.g. receipt of a newsletter), the lawfulness of this processing is based on your consent. Once consent has been given, it can be revoked at any time. Please note that the revocation is effective for the future. Processing that was carried out before this revocation is not affected by this.

4. Processing due to legal requirements (Art. 6 para. 1c) GDPR)

We may process your personal data in order to fulfil legal obligations. This includes, for example, retention periods under commercial and tax law and, if necessary, information to authorities.

To whom is the data forwarded (categories of recipients)?

Data processing within the company:

We have bundled certain data processing procedures in our company. These are carried out centrally by specialised company divisions. Your data may be processed for telephone support or invoice processing, for example.

External contractors and service providers (processors):

We sometimes use external contractors and service providers to fulfil our tasks and contracts. These may include document shredders, printing service providers, logistics and IT service providers, for example.

Other recipients:

In addition, data may be passed on to recipients to whom we are obliged to pass on data due to legal obligations (e.g. law enforcement authorities and courts)

Duration of data storage:

Where necessary, we process and store your personal data for the duration of our business relationship. This also includes the initiation and processing of a contract or order. In addition, we are subject to various retention obligations, including those arising from the German Commercial Code. Finally, the storage period is also determined by the statutory limitation periods, which are generally 3 years but can also be up to 30 years.

Data transfer to third countries:

Data will only be transferred to third countries (countries outside the EU and the European Economic Area EEA) if this is necessary for the fulfilment of a contract/order/business relationship, including the initiation thereof, and only in compliance with the data protection requirements prescribed for this purpose.

Rights of data subjects:

You can request information about the personal data stored about you using the contact details provided above. (Art. 15 GDPR). In addition, under certain conditions, you can request the rectification or erasure of your data (Art. 16 and 17 GDPR). You have the right to request the restriction of the processing of your personal data (Art. 18 GDPR). Furthermore, you have the right to receive the data you have provided to us in a structured, commonly used and machine-readable format (Art. 20 GDPR).

Is there an obligation to provide data?

As part of a business initiation or business relationship with us, you generally only need to provide the data that we require to establish, implement or terminate this relationship. Without the provision of the necessary data, we may have to refuse to establish a business relationship or may not be able to do so or may even have to terminate such a relationship.

Right of appeal:

You have the option of lodging a complaint with the above-mentioned data protection officer or with a supervisory authority responsible for data protection.