

Information about the processing of personal data of our business partners

In the course of our informational obligations in accordance with Article 13, 14 of the European General Data Protection Regulation (“**GDPR**”) we would like to inform you as our customer, interested person, cooperation partner, supplier and/or fulfiller of further deliveries and/or services („**business partner**”) about the processing of your personal data by us and about the rights you are entitled to in accordance with GDPR.

1. Who is responsible for the processing and who is the data protection officer?

The responsible body (controller) for the processing is

Robos GmbH & Co. KG
Im Moldengraben 47
70806 Kornwestheim

Phone: +49 (0) 7154 / 8225-0

Fax: +49 (0) 7154 / 8225-22

Email address: etiketten@robos-labels.com

You can reach our **data protection officer** Mr. Dr. Norbert Kuhn (Kuhn-privacy) at the following address: Heustr. 3, 70174 Stuttgart or via email datenschutz@robos.de.

You can receive further information about our company upon request or find them on our website www.robos-labels.com.

2. What data categories do we process and where do they originate from?

The categories of the processed personal data include your data or the data of the contact person in your company determined by you respectively. Those are in particular your first name and surname, possibly your job title and/or your function within the company, contact data (e.g. address, email, (mobile) phone number, fax number), tax identification number and tax identifiers (e.g. tax ID, VAT ID), contract master data (e.g. about our contractual relation, product- or agreement interest), product and/or service data, customer history, contractual billing and payment data, planning and controlling data, credit rating data.

Your personal data will be usually provided by you directly (e.g. by contacting, business card, phone calls, meetings, orders) or gathered by us in the course of processing. Here we can also receive data from third parties (e.g. distributors) e.g. insofar they act (as an intermediate) on your behalf. Furthermore, we process personal data which we have permissibly won from public sources (e.g. internet, trade register, press, media etc.) or third parties (e.g. credit agencies) and which we are allowed to process. By the change of the contact person in your house a further collection of personal data can occur subsequently in connection with the employees of your company.

3. For what purposes and on what legal basis the data will be processed?

In the first place your data will be stored and electronically processed for the initiation, establishment and the processing of contractual and delivery relations between you and us. For the communication within the scope of abovementioned reasons (e.g. offers, orders, order confirmations, delivery notes and/or invoices) we can contact you via the data collected about you. It can happen via postal address(-es), email address(-es) or further electronic communication possibilities and via phone- and fax numbers as well. Also technical and content design of the contracts, in particular contents, specifications and prices, can be processed with the stored data. Legal basis for that is Article 6 para. 6 subpara.1 letter b of GDPR.

Furthermore, we process your data to fulfill statutory obligations, e.g. on behalf of trade or fiscal law provisions or legally stipulated reports to (fiscal) authorities on the basis of Article 6 para. 1 subpara.1 letter c of GDPR.

Moreover, we process data to protect our legitimate interests in accordance with Article 6 para. 1 subpara.1 letter f of GDPR, provided that your protection interest or your fundamental rights do not outweigh. Reasons for our legitimate interests are especially processes for the internal administration, security of buildings, facilities and IT security, internal revision, quality assurance, economical risk evaluation (such as payment defaults), establishment, exercise or defense of possible legal claims arising from our business partnership as well as the management and the development of our business activities.

Finally, we can also process your personal data for the reasons of maintaining the business relationship, marketing and advertising, for example to provide you with relevant messages about our business relationship and our products/services as well as to offer the possibility to initiate new businesses. Legal basis for it is our legitimate interest in accordance with Article 6 para. 1 subpara.1 letter f of GDPR. Our legitimate interest in the processing of your data lies in introducing our products and services and selling them. A further legal basis can be Article 6 para. 1 subpara.1 letter a of GDPR if you explicitly agree to a certain action, e.g. sign up for our newsletter.

4. Who receives your data?

Within our company those people receive admission to your data, who need them to fulfill our contractual and legal obligations or may process them based on our legitimate interest. Also order processors used by us can receive data for these purposes. These have been selected carefully and assigned by us, must follow our instructions and will be controlled regularly.

Your data will be transmitted to a connected company (Folit GmbH, Im Moldengraben 47, 70806 Kornwestheim), if it serves as an order processor or performs central data processing tasks for us in the course of a legitimate interest (e.g. in the course of IT).

Your data will be only provided to a third party insofar as this is necessary and legitimate in the course of the abovementioned purposes. Hereto especially belongs the transmission to contractors, distributors, subcontractors as well as other business partners and their representatives, the representatives of legal and tax accounting professions, authorities (especially fiscal authorities, courts, regulatory authorities), banks for the processing of

payment transactions. Furthermore, we can transmit your data to third parties if you explicitly agree to the transfer.

5. Will your data be transmitted to a third country?

The transmission by us to recipients in the so-called third countries, this means in states outside of European Union (EU) or European Economic Area (EEA) or to international organizations is not planned.

6. How long will your data be stored?

As far as the erasure of your personal data is not opposed by any statutory or contractual retention periods or by current warranty limitations and/or statutes of limitation, we delete them as soon as they are no longer necessary to achieve the purposes they were collected for. This is usually the case if a business relationship with you does not exist anymore and a further exchange is no longer expected.

7. What data protection rights can you assert as an affected person?

In relation to the processing of your personal data you shall be entitled to the rights against us in accordance with statutory requirements which are stated in the following:

- Right to access the data stored about your person in accordance with Article 15 of GDPR;
- Right to rectification or erasure of your data when requirements of Article 16 and Article 17 of GDPR apply;
- Right to restriction of processing of your data in accordance with Article 18 of GDPR;
- Right in accordance with Article 20 of GDPR to receive the data provided by you in a structured, commonly used, and machine-readable format and to transmit these data to another controller (right to data portability), when further requirements of Article 20 of GDPR apply;
- Right to withdraw a possibly given data protection consent in accordance with Article 7 para. 3 of GDPR. The lawfulness of the processing which occurred on behalf of the consent until the revocation remains unaffected.

Right to objection

If we process your data to fulfil legitimate interests in accordance with Article 6 para. 1 subpara. 1 letter f of GDPR, you can object this processing on grounds relating to your particular situation in accordance with Article 21 of GDPR. We will no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing which outweigh your interests, rights and freedoms or if the processing serves the establishment, exercise, or defense of legal claims.

You can, of course, object to the processing of your personal data for advertising purposes in accordance with Article 21 para. 2 of GDPR at any time.

In this case please contact us or our data protection officer via contact data stated in 1.

8. Where can you complain?

You have an option to lodge a complaint with the abovementioned data protection officer or with a supervisory data protection authority in accordance with Article 77 of GDPR. Generally you can contact the supervisory authority in place of your habitual residence or place of work or the place of the alleged infringement. The supervisory authority responsible for us is:

LfDI Baden-Württemberg Herr Dr. Stefan Brink
Lautenschlagerstraße 20
70173 Stuttgart

9. Are you obliged to provide your data?

There is no contractual or statutory obligation to provide your personal data by you. Without processing of your personal data we are usually not able to perform the contractual relation or the necessary pre-contractual measures with you or your employer/contractor.

10. To what extent do automated individual decisions or profiling measures take place?

Automated individual decisions or profiling measures do not take place.

23.11.2020