

Information about the processing of your personal data as a supplier at ottomisu communication GmbH

Hereby we inform you about the processing of your personal data by the ottomisu communication GmbH and your entitled rights.

§ 1 Who is responsible for the data processing and how do I contact the data security officer?

Responsible for the data processing according to Art. 4 no.7 General Data Protection Regulation (GDPR) is:

ottomisu communication GmbH
Im Klängenbühl 1
69123 Heidelberg
Telefon: 06221 – 73902 0
Telefax: 06221 – 73902 50
info@ottomisu.com

represented by the CEO Jörn Huber

You can contact our **data security officer** at the contact details above or by mail datenschutz@ottomisu.com

§ 2 For what purposes and on what legal basis is the data being processed?

The collection of this data takes place,

- to identify you as our supplier;
- to execute the contract;
- for correspondence with you;
- to settle possible liability claims as well as the assertion of any claims against you.

The data processing is based on your request and is in accordance with Art. 6 para. 1 sentence 1 lit. b GDPR for the stated purposes for the proper execution of the contractual relationship.

§ 3 Who receives my data?

As far as this is required by Art. 6 para. 1 sent. 1 lit. b GDPR for the execution of the contractual relationship with you, your personal data will be passed on to third parties. This includes, in particular, the transfer to tax offices. The transferred data may only be used by the third party for the stated purposes. Further transmission of your personal data to third parties will not take place.

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§ 4 Which data protection rights can I assert as an affected person?

You have the right:

- pursuant to Art. 7 para. 3 GDPR your once granted consent to revoke at any time. As a result, we are no longer allowed to continue the data processing based on this consent for the future;
- in accordance with Art. 15 GDPR, to request information about your personal data processed by us. In particular, you may request information about the processing purposes, the category of personal data, the categories of recipients to whom your data has been disclosed, the planned retention period, the right of rectification, deletion, limitation of processing or opposition, the existence of a right of adjustment, deletion, restriction of processing or objection, the right to complain, the source of your data, if they were not collected by us, and the existence of automated decision-making including profiling and, where appropriate, meaningful information on their details;
- in accordance with Art. 16 GDPR, to immediately demand the correction of incorrect or completion of personal data stored by us;
- in accordance with Art. 17 GDPR, to demand the deletion of your personal data stored by us, except where the processing targets the exercise of the right to freedom of expression and information, for the fulfillment of a legal obligation, for reasons of public interest or for the assertion, exercise or defense against legal claims is required;
- in accordance with Art. 18 DSGVO to demand the restriction of the processing of your personal data, as far as the accuracy of the data is disputed by you, the processing is unlawful, but you rejected their deletion and we no longer needed the data, but needed by you to assert, exercise or defense of legal claims or you having objected to the processing in accordance with Art. 21 GDPR;
- in accordance with Art. 20 GDPR to receive your personal data that you have provided to us in a structured, standard and machine-readable format or to request the transfer to another person in charge and
- to complain to a supervisory authority in accordance with Art. 77 GDPR. As a rule, you can contact the supervisory authority of your usual place of residence or workplace or our law office.

§ 5 Can I object the processing of my personal data?

If you have consented to the processing of your personal data, you have the right to object to this processing of your personal data in accordance with Art. 21 GDPR, at any time, if there is a given reason arising from your particular situation. If you would like to exercise your right to object, send an e-mail to datenschutz@ottomisu.com.

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§ 6 Do I have the possibility of complaint?

If you believe that the processing of your personal data is unlawful or otherwise violates privacy law for other reasons, you can complain to our supervisory authority:

Landesbeauftragter für den Datenschutz und die Informationsfreiheit
Postfach 10 29 32
70025 Stuttgart

§ 7 How long will my personal information be stored??

Your personal data will be deleted if it is no longer necessary to fulfill purpose mentioned above. Upon termination of the contract or the subsequent contractual relationship, your personal data will be stored for the duration for which we have a statutory retention period. For example, the Commercial Code and the Tax Code define the legal duties of proof and retention. The duration of the storage periods is therefore up to ten years in addition prescription limitation.

§ 8 Will my personal information be transmitted to a third party country?

If your personal data are transmitted to a service provider outside of the European Economic Area (EEA), we will only transmit the data if the European Commission has confirmed an adequate level of data protection for this third country or other appropriate data protection safeguards (eg EU standard contractual clauses). You can request more detailed information from the contact details mentioned above.

§ 9 Am I obliged to provide my data?

The contractual relationship requires that you provide us with the data that enables us to create, execute and terminate the contractual relationship and to fulfill the contractual obligations associated therewith, or for which we have a legal obligation on our part. Execution of the contract without this data is excluded.

§ 10 Do automated individual decisions or profiling measures take place?

There are no automated case-by-case decisions or profiling measures to fulfill the contractual obligations.