DATA PROTECTION INFORMATION FOR VISITORS

Information on data protection regarding our processing of visitor data in accordance with Articles 13, 14, and 21 of the General Data Protection Regulation (GDPR)

Dear visitor,
In accordance with the provisions of Articles 13, 14, and 21 of the General Data Protection Regulation (GDPR) we hereby inform you about the processing of personal data collected about you and your data protection rights in this regard.

1. CONTROLLER FOR THE PURPOSES OF DATA PROTECTION LAW

Herbert Waldmann GmbH & Co. KG
Peter-Henlein-Straße 5
78056 Villingen-Schwenningen

Phone: +49 7720 601 0
Email: info@waldmann.com
Website: https://www.waldmann.com/

2. CONTACT DETAILS OF OUR DATA PROTECTION OFFICER

vimopro GmbH
Phone: +49 7721 69811 50
E-mail: datenschutz@waldmann.com

3. PURPOSES AND LEGAL BASIS OF PROCESSING

We process your personal data in accordance with the provisions of the European General Data Protection Regulation (EU GDPR) and the German Federal Data Protection Act (BDSG), insofar as this is necessary within the scope of our visitor management and security concept. We justify this form of processing with the security requirements of our company. These requirements result, on the one hand, from legal requirements, such as appropriate security measures within the scope of the GDPR in the area of technical and organizational measures, but also from the requirements of our customers or authorities. The relevant article in the GDPR is Article 6 (1) lit. f GDPR, the legitimate interest.

If you give us your express consent to process personal data for specific purposes, the lawfulness of this processing is based on your consent in accordance with Art. 6 (1) lit. a GDPR. Consent that has been given can be revoked at any time with effect for the future (see section 9 of this privacy policy).

If necessary and legally permissible, we will process your data beyond the actual purpose beyond the original purpose solely to fulfill legal obligations in accordance with Art. 6 para. 1 lit. c GDPR.

4. CATEGORIES OF PERSONAL DATA

We only process data that is related to visitor management and our security concept and is necessary. This may include general data about you or persons in your company (name, address, contact details, etc.) and, if necessary, other data required for visitor management. We also process video recordings made in designated areas of our company as part of our security concept.

5. SOURCES OF DATA

We process personal data that we receive from you during your visit or when you contact us or within the framework of a contractual relationship with you or your company. We also store the video recordings mentioned in point 4. These recordings are limited to what is necessary.

6. RECIPIENTS OF THE DATA

We only share your personal data within our company with the departments and persons who need this data to fulfill contractual and legal obligations or to implement our legitimate interests.
We may transfer your personal data to companies affiliated with us to the extent permitted by the purposes and legal bases set out in section 3 of this privacy policy.

Your personal data will be processed on our behalf based on data processing agreements in accordance with Art. 28 GDPR. In these cases, we ensure that the processing of personal data is carried out in accordance with the categories of recipients in this case are IT service providers and software system providers, e.g.:

- Microsoft Ireland Operations, Ltd.

Otherwise, data will only be transferred to recipients outside the company to the extent permitted or required by law.
Under these conditions, recipients of personal data may include, for example:

- Public authorities and institutions (e.g., public prosecutor's office, customs authorities, police, supervisory authorities) in the event of a legal or official obligation.
- Recipients to whom the transfer is directly necessary for the establishment or fulfillment of a contract, such as customers or service providers on whose behalf you are acting.

7. TRANSFER TO A THIRD COUNTRY

We have digitized our visitor management process with Microsoft 365, which is why transfer to a third country is possible. When transferring your personal data, it may be transferred to a third country outside the EU or the EEA due to Microsoft's globally distributed data centers.

Microsoft is registered under the EU-U.S. Data Privacy Framework (adequacy decision with the USA) and the associated obligations.

8. DURATION OF DATA STORAGE

Where necessary, we process and store your personal data only until the purpose has been fulfilled, i.e. the recording and documentation of your visit within the scope of visitor management, or if necessary for the duration of our business relationship or for the fulfillment of contractual purposes. The storage of video recordings is based on the recommendations of the supervisory authority and is limited to a maximum of 72 hours, unless they are required as evidence.

9. YOUR RIGHTS

Every data subject has the **right to information** pursuant to Art. 15 GDPR, the **right to rectification** pursuant to Art. 16 GDPR, the **right to erasure** pursuant to Art. 17 GDPR, the **right to restriction of processing** pursuant to Art. 18 GDPR, the **right to notification** pursuant to Art. 19 GDPR, and the **right to data portability** pursuant to Art. 20 GDPR.

In addition, you have the **right to lodge a complaint** with a data protection supervisory authority pursuant to Article 77 of the GDPR if you believe that the processing of your personal data is not lawful. The right to lodge a complaint is without prejudice to any other administrative or judicial remedy.

If the processing of data is based on your consent, you are entitled under Art. 7 GDPR, you are entitled to revoke your consent to the use of your personal data at any time. Please note that the revocation only applies to the future. Processing that took place before the revocation is not affected. Please also note that we may be required to retain certain data for a specific period of time in order to comply with legal requirements certain period of time (see section 8 of this privacy policy).

Right to object

If the processing of your personal data is based on Art. 6 para. 1 lit. f GDPR for the legitimate interests, you have the right to object to this processing at any time on grounds relating to your situation, in accordance with Art. 21 GDPR.
object to the processing of this data at any time for reasons arising from your situation.
processing of this data at any time.

10. NECESSITY OF PROVIDING PERSONAL DATA

The provision of your personal data is generally neither required by law nor contractually required. You are therefore not obliged to provide personal data. However, please note that this data is necessary for us within the framework of our security concept. If you do not provide us with personal data, we may not be able to grant you access to our premises.

11. AUTOMATED DECISION-MAKING and profiling

We do not use fully automated decision-making in accordance with Art. 22 GDPR and no profiling is intended.