

Privacy Policy

This privacy statement is effective as of May 25, 2018.

This policy informs you about the type, scope and purpose of the processing of personal data (hereinafter referred to as "data") within our online offer and the associated websites, functions and contents as well as our external online presences, eg. Our social media profile (hereinafter jointly referred to as "online offer"). With regard to the terms used, such as "processing" or "person responsible", we refer to the definitions in Art. 4 of the General Data Protection Regulation (EU-GDPR).

Data Privacy Officer:

Knippers Helbig GmbH, Mr. Kai-Uwe Bevc

Tübingerstraße 12 – 16, 70178 Stuttgart, Germany; E-mail: admin@knippershelbig.com

Managing Director: Thorsten Helbig, Boris Peter [Imprint](#)

Information on the use / processing of your personal data

Categories of data processed (insofar as these are provided by you)

- Inventory data (e.g. title, names)
- Contact data (e.g. addresses, e-mail addresses, telephone numbers)

No special data categories (Art. 9 para. 1 EU-GDPR) are processed.

We collect these data submitted in your (potential) capacity as tendering, contractual or interested party.

The collection, processing and use of these data exclusively for the purpose of:

- identifying you as our prospective partner and being able to respond adequately to your enquiries;
- communicating with you;
- issuing invoices.

All collected data supplied is processed and used only for the purpose of providing the services you order and of processing your request in accordance with Art. 6 para. 1 lit b EU-GDPR.

The data stored by us will be deleted after completion of the order or as soon as it is no longer required for its intended purpose (e.g. cancellation of a newsletter subscription) and if the deletion does not conflict with any statutory storage obligations (Art. 6 para. 1 lit. b EU-GDPR). According to Art. 6 para. 1 p. 1 lit. a EU-GDPR extended storage periods may apply to data that must be retained for commercial and tax reasons or for other legally permissible purposes.

Applicable Legal Bases

In accordance with Art. 13 EU-GDPR, we inform you of the legal basis of our data processing. If the legal basis is not mentioned in the data protection declaration, the following applies: The legal basis for obtaining consents is Art. 6 para. 1 lit. a and Art. 7 EU-GDPR, the legal basis for processing for the performance of our services and performance of contractual measures as well as for answering inquiries is Art. 6 para. 1 lit. b EU-GDPR, the legal basis for processing to fulfil our legal obligations is Art. 6 para. 1 lit. c EU-GDPR, and the legal basis for processing to protect our legitimate interests is Art. 6 para. 1 lit. f EU-GDPR. In the event that the vital interests of the data subject or another natural person require the processing of personal data, Article 6(1)(d) EU-GDPR serves as the legal basis.

Safety Precautions

We take appropriate technical and organisational measures to ensure the protection of the rights and freedoms of natural persons taking into account the state of the art, the implementation costs and the nature, scope, circumstances and purposes of processing as well as the different probabilities of occurrence and the severity of the risk in accordance with Art. 32 EU-GDPR.

Such measures shall in particular include ensuring the confidentiality, integrity and availability of data by controlling physical access to the data as well as the access, input, transmission, security or availability and their separation. Furthermore, we have established procedures to ensure the exercise of rights of data subjects, deletion of data and reaction to endangerment of data. Additionally, we already consider the protection of personal data during the development or selection of hardware, software and procedures, in accordance with the principle of data protection through technology design and data protection-friendly presets (Art. 25 EU-GDPR). Our data protection measures include in particular the encrypted transmission of data between your browser and our server.

Cooperation with Contract Processors and Third Parties

If we disclose data to other persons and companies (contract processors or third parties) within the scope of our processing, transmit it to them or otherwise grant them access to the data, this shall only take place on the basis of a legal permission (e.g. if a transmission of the data to third parties, such as payment service providers, in accordance with Art. 6 Para. 1 lit. b EU-GDPR for contract fulfilment is necessary), if you have consented, if a legal obligation provides for this or on the basis of our legitimate interests (e.g. when using agents, web hosts, etc.). If we commission third parties with the processing of data on the basis of a so-called "order processing contract", this is done on the basis of Art. 28 EU-GDPR.

Transfers to Third Countries

If we process data in a third country (i.e. outside the European Union (EU) or the European Economic Area (EEA)) or if this occurs in the context of the use of third-party services or disclosure or transfer of data to third parties, this only takes place if it occurs for the fulfilment of our (pre)contractual obligations, on the basis of your consent, on the basis of a legal obligation or on the basis of our legitimate interests. Subject to legal or contractual permissions, we process or leave the data in a third country only if the special requirements of Art. 44 ff. Process EU-GDPR. This means, for example, processing is carried out on the basis of special guarantees, such as the officially recognised determination of a data protection level corresponding to the EU (e.g. for the USA by the "Privacy Shield") or compliance with officially recognised special contractual obligations (so-called "standard contractual clauses").

Rights of Data Subjects

- You have the right to request confirmation as to whether the data concerned are being processed and to request information about these data as well as further information and a copy of the data in accordance with Art. 15 EU-GDPR.
- In accordance with Article 16 of the DSBER, you have the right to request the completion or the correction of your personal data.
- In accordance with Article 17 of the EU-GDPR, you have the right to demand that the data concerned be deleted immediately or, alternatively, to demand a restriction on the processing of the data in accordance with Article 18 of the EU-GDPR.
- You have the right to request that your personal data that you have provided to us be received in accordance with Article 20 of the EU-GDPR and to request its transmission to other persons responsible.
- You also have the right to file a complaint with the competent supervisory authority pursuant to Art. 77 EU-GDPR.