

## Information on the handling and processing of personal data acc. Art. 13 GDPR

### Intended Purpose

Our company handles and processes personal data for the purpose of the reception and order-based fulfillment of business relationships. Affected are all data categories for the fulfillment of pre-contractual and contractual obligations.

### Transfer of data to third parties

A transfer of personal data to third parties only takes place if this is necessary for the fulfillment of the business purpose. A transfer of personal data to third parties, even in third countries with unclear data protection levels (ie countries outside the EU), which are not involved in the business purpose, does not take place or only with the consent of the person concerned.

### Legality of data processing

The collection, processing and use of personal data is carried out in accordance with the legally permitted acc. Art. 5, 6 and 9 GDPR. If personal data are collected from the person concerned, the person concerned has acc. Art. 13 GDPR the right to transparent information. Basically, only such information is processed and used that are required for the operational performance of the task and are directly related to the processing purpose. Here, the specific terms for the collection, processing, use of special categories of personal data in accordance with Art. 9 GDPR and Section 22 FDPA are observed. The processing of sensitive data is acc. GDPR only permitted under the principle of the reservation of authorisation or on presentation of a legal basis.

### The rights of those affected

According to Art. 15 ff GDPR, persons concerned have the right to information, correction, deletion, restriction and opposition to the processing of their data. The written form is required for the exercise of the rights described in more detail below. Please contact us by e-mail at [datenschutz@actech.de](mailto:datenschutz@actech.de).

### The right of the person concerned to withdraw

Persons concerned have acc. Article 13 (2) (c) GDPR the right to withdraw their consent to the processing of personal data for the future if the processing is based on Article 6 (1) (a) or Article 9 (2) (a) GDPR. The legality of the processing carried out on the basis of the consent until the revocation remain unaffected. As a general rule, a revocation and the failure to use the required data will lead to non-fulfilment of the purpose for which the data was or should be collected.

### Deletion of personal data

Personal data will be deleted if the purpose of the storage is omitted and no legal norm (for example, the legal retention period) requires the retention of the data. The requirements of Art. 17 GDPR in conjunction with § 35 FDPA apply. If the deletion is not possible due to legal, contractual, commercial or tax reasons, the processing of the data may be restricted at the request of the person concerned.

### The right of persons concerned to data transferability

The company ensures the right to data portability in accordance with Art. 20 GDPR. Each person concerned has the right to receive a copy of his personal data in a standard machine-readable file format.

### Responsible person within the meaning of the GDPR and the FDPA

ACTech GmbH, Halsbrücker Strasse 51, 09599 Freiberg

### Data protection officer of the company

Hermann J. Janz, Janz Consulting, [jc@jcdatenschutz.de](mailto:jc@jcdatenschutz.de)

### Right of appeal

Each person concerned has a right of appeal to the supervisory authority of the state in accordance with Art. 77 GDPR. The State Data Protection Officer can be reached at e-mail: [saechsdsb@slt.sachsen.de](mailto:saechsdsb@slt.sachsen.de).