

## **Privacy Policy for third parties**

We, the Pacoma GmbH, Königsberger Straße 12, 37269 Eschwege, Germany, phone: +49 (0) 5651 924-0; E-Mail: info@pacoma.com set out below which of your data we process. Should you have any questions concerning data protection, just contact our data protection officer at pacoma@dsb-moers.de. Further contact information can be found here: [www.dsb-moers.de](http://www.dsb-moers.de).

### ***Purpose of the data processing***

If you contact us for other matters than the initiation of a contract, we are processing your data based on our legitimate interest to conduct our business operations pursuant to Art. 6 para. 1 lit. f GDPR. We do not process any data without prevailing legitimate interest, e.g. when coordinating with other suppliers of our customers.

### ***Categories of recipients***

In the context of the provision of services for special sectors, we use service providers that have been contractually obligated to maintain confidentiality and protect data in the event that access to personal data cannot be excluded. This category of recipients includes: IT service providers, affiliated companies, data destruction service providers and external consultants. Data disclosure to authorities requires the existence of overriding statutory provisions. If a data transfer to third countries is necessary for processing purposes, this is done exclusively under the conditions of Art. 44 ff. GDPR.

### ***Storage period and deletion of data***

Your data will be stored for the duration of the necessary processing. If communication takes place, we are obliged to retain the tax-relevant documents for 10 years after the annual accounts and calendar year end. Subsequently, the data will be deleted.

### ***Your right to information, rectification, erasure, object and data portability***

You may avail yourself of your rights to access, rectification and erasure of data at any time. Simply contact us using one of the methods described above. Should you require data to be deleted, which we are still legally obligated to retain, access to your data will be restricted (blocked). The same applies to your right to object. You may avail yourself of your right to data portability if the recipient and ourselves have the technical means.

### ***Right to lodge a complaint***

You have the option at any time to lodge a complaint with a data protection supervisory authority.

### ***Provision obligation***

Without providing correct data, the conclusion of a contract may not be possible.