

Hess GmbH Licht + Form, Lantwattenstrasse 22, D-78050 Villingen-Schwenningen, Germany, is responsible for processing your data on this website. This company will be referred to as „Vulkan“, „we“ and „us“ in the following. We have specified how you can contact us in the site notice of this website.

Our Privacy Policy is divided into sections to help you find the information you are looking for. By following the link <https://www.vulkan.eu/de/datenschutz/>, you can view the full text online.

In our Privacy Policy, we use terms and definitions from the European General Data Protection Regulation (GDPR), especially from Art. 4 GDPR. According to this regulation, we are the „responsible party“, and you are the „affected person“. Data that relates directly or indirectly to you is „personal data“. When we refer to your „data“ in this Privacy Policy, it usually means the data that relates directly or indirectly to your person. This includes, for example, your name, address, phone number, the company you work for, your e-mail address and other information you enter on forms on our website.

You can, of course, visit our website without providing any personal information. Even then, when using our website, data is collected and processed, but it is not possible to link this data with your person. For more information, see the section „Automatic data processing on our web portal“.

You can contact our data protection officer directly at [datenschutz@hess.eu](mailto:datenschutz@hess.eu).

This version of our Privacy Policy is dated 25/05/2018. We reserve the right to adapt the Privacy Policy at any time to changes in legal provisions and regulations.

You can keep yourself up to date regarding changes to the Privacy Policy by retrieving it through the link on our website.

## **(1) Automatic data processing on our web portal**

### **(1.1) Web service log data**

When you visit our Internet pages, our servers store various access data in an electronic log („logfile“) by default. This data includes the IP address of your Internet access, the website that referred you to our site, the web pages on our site that you visited, the date and time of page retrieval and thus the duration of your visit. This data is collected fully automatically and used only for error analysis and technical improvement of our web service. If necessary, Hess IT and IT service providers hired by Hess are the recipients of this data. The legal basis for this processing is our legitimate interest in maintaining the proper operation of our web pages. The log data is automatically deleted every 14 days. There is no permanent storage. When accessing our website, data is also fully automatically processed through the use of cookies and through our analysis of usage data when visiting our websites. These processing operations are described in separate sections in this Privacy Policy.

### **(1.2) Cookies**

Our portal uses cookies. These are small files that our web server transmits to your PC. These files serve to trace your path through the pages of our portal. One way that cookies differ from each other is according to the duration of their storage. So-called session cookies are automatically deleted when you close your browser. For example, a session cookie can be used to ensure communication between our web server and your PC. Permanent cookies, on the other hand, are retained on your PC, and your browser can provide you with information about the duration of storage. A permanent cookie can be read again when you revisit our website. To prevent this, you can delete the permanent cookie after you visit our website. Permanent cookies may be used, for example, to analyse your use of our website.

Another way in which cookies differ from each other is according to their origin. So-called first-provider cookies always come from the website specified in the address bar of your browser. So-called third-party cookies come from websites that you have not accessed directly but have been integrated through images or advertisements on the page of the first provider. Your browser can tell you the sources from which cookies stored on your PC come.

Most browsers are set up to accept cookies. To switch this function off, change the relevant browser settings. If your browser does not allow cookies, you may not be able to use all the pages on our website without problems. It is impossible to complete a contact form without setting your browser to allow session cookies. Session cookies will automatically be deleted when you close your browser.

## **(2) Collection and use of your personal data on our portal**

On our portal, we collect data from natural persons who come into contact with us or who belong to or represent a company that we are in a business relationship with (contact inquiries). This information includes your name, the name of your company, the address of your company and your company contact details such as e-mail address and phone number, as well as your role at the company. The processing of this data is based on our legitimate interest in contacting you as the representative of our customer, as well as the legitimate interests of the company you represent in communicating with us. Your interests could change, for example, when you leave your company.

You as the affected person naturally have data privacy rights, (e. g., the right to revoke consent, the right to request information about the data stored about you and other rights). For more information in this regard, please see section (3.1) „Your rights as an affected person“.

For contractual purposes, we process your company's data in our customer relationship management (CRM) system and in the planning, manufacturing, logistics and finance modules of our enterprise resource planning (ERP) system. Depending on your job and your responsibilities at your company, this data may also include the above-mentioned data that directly relates to your person. However, the purpose of processing this data does not apply to you as a person but rather to your company as our business partner. For purely business data which does not relate to a natural person, data privacy laws are not applicable.

### **(2.1) Contact form**

*As a basic principle, we process your information on the contact form to respond to your requests. Further details about the processing are described below.*

- *Purposes of processing*

*We record your company as a mandatory field because we can assume that people only want to initiate contact with us for business reasons relating to their company.*

*Your name and address are recorded to let us know who is contacting us and the matter it is in regard to. Specification of your salutation, as well as your phone number, is optional.*

*Providing an e-mail address is required because we use it to process your request, depending on the nature of your inquiry. Beyond that, there is no further usage. The legal basis for processing personal information is our legitimate interest in sending our response to the request to you as a representative of your company.*

- *Storage, duration of storage*

If you provide us with your company name, we will save your inquiry in our CRM. However, this processing does not relate to you as a person but to the company you work for. Purely business-related data that is not related to a natural person is not subject to any limitation on the duration of its storage. The data related to you will be deleted from the CRM system if we are notified that you are no longer acting as a contact for the company on file.

### **(3) Further explanations regarding data protection**

#### **(3.1) Your rights as an affected person**

As an affected person, you have the right to obtain information from us about the data relating to you (Art. 15 GDPR). You can correct your data as per Art. 16 GDPR or have your data deleted under certain conditions pursuant to Art. 17 GDPR. According to Art. 18 GDPR, you have a right to restriction of processing if you allege a special personal situation. In addition, according to Art. 21 GDPR, you have the right to object to the processing of your data in general or in certain areas. You may request that the data you have provided to us be issued in a standard, machine-readable format. You have the right to revoke your consent to the processing of your data at any time with future effect. This means that your revocation only refers to future processing and that already completed processes will continue to comply with the data privacy regulations.

To assert your rights, please contact [datenschutz@hess.eu](mailto:datenschutz@hess.eu).

You have the right to contact our data protection officer at [datenschutz@hess.eu](mailto:datenschutz@hess.eu).

You have the right to contact a supervisory authority with complaints about our processing of your data. For Hess GmbH Licht + Form, this is the:

State Agency for Data Protection and Freedom of Information  
Postfach 102932  
70025 Stuttgart  
Germany

### **Data Protection Representative**

Hess GmbH Licht + Form has engaged a data protection supervisor who can answer all your questions about our company's data protection. You can contact him for assistance if necessary:

Fachanwalt für Arbeitsrecht & zertifizierter Datenschutzbeauftragter  
Thomas Lang  
Oberer Kirchhaldenweg 9 b  
70195 Stuttgart  
Tel. +49-711-12 57 85 49  
[www.datenschutzadvokat.de](http://www.datenschutzadvokat.de)  
E-Mail: [datenschutz@hess.eu](mailto:datenschutz@hess.eu)