

**Data Protection Information Buchler GmbH**  
**- business partners, business customers and suppliers -**

With the following information, we, Buchler GmbH, would like to give you an overview of the processing of your personal data by us and your rights under the General Data Protection Regulation (Regulation (EU) 2016/679 - "DSGVO") and the German Federal Data Protection Act ("BDSG").

This Data Protection Information applies to personal data of persons with whom we enter into contractual or business relationships, as well as of bodies, managing directors, key account managers or other employees of our contractual or business partners, which we process in the context of existing or prospective contractual and business relationships. This includes existing or potential suppliers, service providers, customers or consultants as well as existing or potential cooperation partners or other partner companies.

**1. Data protection officer**

The controller within the meaning of the DSGVO for the data processing described in this Data Protection Information is

**Buchler GmbH**  
Harxbütteler Str. 3  
38110 Braunschweig

Telephone number: +49 5307 931 - 0  
E-mail: [info@buchler-gmbh.com](mailto:info@buchler-gmbh.com)

Managing directors: Albrecht Perrin, Christoph Sender

We have commissioned a company to take on the role of external data protection officer. This company can be contacted for all questions relating to the protection of personal data using the following contact details:

**Kämmer Consulting GmbH**  
Nordstraße 11  
38106 Braunschweig

Phone: +49 531 702 249 - 0  
E-mail: dsb-team@kaemmer-consulting.de

## **2. Data collection and types of personal data**

We primarily collect, store and process personal data that the data subjects provide to us themselves in the context of contractual and business relationships or that we receive from the respective contractual and business partners (e.g., from your colleagues with whom we are already in contact), for example in the context of processing an inquiry or an order. We also process personal data that we collect from publicly accessible sources (e.g., commercial register, press, internet) or receive from third parties (e.g., credit agencies, business partners). We will make separate reference to the collection of personal data from third-party sources.

### **2.1 Relevant personal data are in particular**

- Personal & company data (e.g. surname, first name, address, bank details, invoice address, tax number/USSt ID).
- Contact data (e.g. telephone number, e-mail address). In addition, this may also include contract or order data (e.g. sales data, volumes, planned quantities).
- Contract data for the fulfilment of our contractual obligations.
- Where applicable, creditworthiness data about your financial situation, personal data (e.g. business interests, profession, sector, position, tasks and authorizations and other data comparable with the categories mentioned).

The scope of the data processed about a person varies depending on the function in which the person appears to us, such as the position they hold with the respective business partner.

### 3. Legal bases, processing purposes and legitimate interests

3.1 We process personal data for the following purposes or to pursue the following legitimate interests, in each case on the basis of the following legal bases:

Purpose	Processing/legitimate interest	Legal Basis
Advertising	Selection of and direct approach with advertising by electronic mail (including newsletters) and/or telephone	<b>Art. 6 Abs. 1 lit. a DSGVO; Art. 6 Abs. 1 lit. f DSGVO i.V.m. § 7 Abs. 3 UWG</b>
Preparation, execution and processing of contracts with you or your employment company	<ul style="list-style-type: none"> <li>- Purchase and supply contracts (e.g., processing of purchase and sales inquiries, authentication of contractual partners, preparation and signing of contractual documents, execution of purchases and sales, invoicing and processing of purchase price payments;</li> <li>- <b>Service and work contracts as well as other contractual relationships (e.g., processing and viewing of corresponding offers and inquiries; authentication of contractual partners, preparation and signing of contractual documents, processing of payments; sending of information letters);</b></li> </ul>	<b>Art. 6 Abs. 1 lit. b und lit. f DSGVO</b>
Customer Service	<b>Optimal contact support/relationship, also with regard to the employees of our business partners;</b>	<b>Art. 6 Abs. 1 lit. f DSGVO</b>
Own business purposes incl. business process optimization	<ul style="list-style-type: none"> <li>- Optimization of our business processes, e.g., by maintaining a supplier or prospective customer database, also as part of a "customer relationship management";</li> <li>- Centralization or outsourcing of corporate functions;</li> <li>- <b>Reducing default risks in our business processes by consulting credit agencies (e.g. Creditreform, Bürgel) and by determining score values (profiling), which help us to assess the probability of contractual partners meeting their payment obligations in accordance with the contract on the basis of a recognized mathematical-statistical procedure;</b></li> </ul>	<b>Art. 6 Abs. 1 lit. f DSGVO</b>

3.2 In addition, we process your data to protect our legitimate interests (Art. 6 para. 1 lit. f DSGVO) in the assertion and defence of legal claims and the conduct of market research.

3.3 Further data processing is carried out on the basis of legal requirements (Art. 6 para. 1 lit. c DSGVO): for example, to fulfil tax and other legal control and reporting obligations, as well as audits by tax or other authorities and to comply with legal retention periods.

#### **4. Recipients of personal data**

Under certain circumstances, your personal data may be passed on for the above-mentioned purposes; in detail:

4.1 If it is necessary to clarify or prosecute unlawful or abusive incidents, personal data will be forwarded to our legal advisors, the law enforcement authorities and, if necessary, to injured third parties. However, this only happens if there are concrete indications of unlawful or abusive behaviour. Data may also be passed on if this serves to enforce contractual provisions between us and our contractual and business partners.

4.2 We are also legally obliged to provide information to certain public authorities on request. These are primarily law enforcement authorities, authorities that prosecute administrative offenses subject to fines and the tax authorities.

4.3 If it is necessary for the processing of your request or the conclusion or execution of a contractual or business relationship with you, as well as in the case of centralized or outsourced corporate functions, your data may be passed on to companies affiliated with us for the fulfilment of the above-mentioned purposes.

4.4 Occasionally, in order to fulfil the purposes described in this Data Protection Information or to provide our services, we may rely on contractually affiliated third-party companies or other cooperation partners and external service providers based outside the EU or EEA, such as brokers, logistics companies, IT service providers, business consultants and financial institutions. In such cases, information is passed on to these companies or individuals to enable further processing. Insofar as these are entities outside the EU or the EEA, we ensure an appropriate level of data protection, for example by concluding corresponding contracts with the data recipient.

4.5 As part of the further development of our business, the structure of our company may change by changing its legal form or by founding, buying or selling subsidiaries, parts of the company or components. In such transactions, customer information is passed on together with the part of the company to be transferred. Whenever personal data is passed on to third parties to the extent described above, we ensure that this is done in accordance with this data protection declaration and the relevant data protection laws.

## **5. Duration of processing**

We process your personal data for the duration of your employment with one of our business partners, but no longer than until the final termination of the respective business relationship between us and your employing company. We delete transaction-related information (e.g. relating to a specific contractual or order relationship) after completion of the respective transaction, e.g. fulfilment of a supply contract, with a period of three years after the end of the respective calendar year, unless it is subject to longer statutory retention obligations (such as the six or ten-year retention period pursuant to Section 257 of the German Commercial Code); in such a case, the data concerned will be blocked for any further processing.

## **6. Rights of data subjects**

6.1 You have the right to obtain information about the personal data stored about you at any time. If the relevant requirements are met, you also have the following rights:

- Right to rectification: You have a right to rectification of incorrect personal data concerning you.
- Right to deletion: You can also request the deletion of your personal data, for example if your data is no longer required for the purposes for which it was collected or otherwise processed.

### Privacy

- Right to restriction of processing: You also have the right to request the restriction of the processing of your personal data; in such a case, the data will be blocked for any processing. This right exists in particular if the accuracy of the personal data is disputed between you and us.
- Right to data portability: If we process your personal data to fulfil a contract with you or on the basis of your consent, you also have the right to receive your personal data in a

structured, commonly used and machine-readable format, if and to the extent that you have provided us with the data.

- Right to withdraw consent: If you have given us your consent to process your personal data, you can withdraw this at any time. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.
- **Right to object:** You can also object to data processing on grounds relating to your particular situation. However, this only applies in cases in which we process data to fulfil a legitimate interest. If you can present such a reason and we cannot assert a compelling interest worthy of protection in further processing, we will no longer process this data for the respective purpose.

6.2 If you would like information about the personal data stored about you, wish to assert your other rights or have questions about data protection with us, you can contact us using the above-mentioned contact details.

6.3 You also have the right to lodge a complaint with a supervisory authority at any time, in particular with a supervisory authority in the Member State of your habitual residence, place of work or place of the alleged infringement if you consider that the processing of personal data relating to you infringes data protection regulations.

## **7. Changes to this Data Protection Information**

The further development of our company may also have an impact on the handling of personal data. We therefore reserve the right to amend this Data Protection Information in the future within the framework of the applicable data protection laws and, if necessary, to adapt it to changed data processing realities. We will inform you separately of any significant changes in content.

If you have any questions about these data protection provisions, please contact the responsible office.

## **8. Miscellaneous**

The English version of the Data Protection Information is merely a translation for information purposes. In the event of contradictions between the German and English versions, the German text shall therefore take precedence.

Braunschweig August 2024