



INFORMATION OBLIGATIONS PURSUANT TO ART. 13 GDPR FOR OUR CUSTOMERS (as of 02.10.2019)

Name of the controller	BUK Management GmbH Directors: Petra Brockmann, Thomas Brockmann-Knödler An der Frauenkirche 1 01067 Dresden
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Name and contact details of the data protection officer	Kerstin Herschel External data protection officer PRODATIS CONSULTING AG Landhausstraße 8 01067 Dresden Telefon: +49 351 266 23 30 E-Mail: k.herschel@prodatis.com
Purposes of data processing and the legal basis for processing the data	<ol style="list-style-type: none">1. To perform contractual obligations pursuant to Article 6 para. 1b of the GDPR. Example: For initiating, concluding, executing and terminating a contract with you for the delivery of our products/services.2. Within the scope of balancing of interests pursuant to Article 6 para. 1f of the GDPR: If necessary, we process your data beyond the actual performance of the contract to protect legitimate interests pursued by us or by third parties. Examples: For advertising/market- and opinion research, unless you have objected to the use of your data, for verifying your creditworthiness, assertion of legal claims and defence in the event of legal disputes, video surveillance to safeguard domestic authority, and to guarantee IT security and IT operations.3. On the basis of your consent pursuant to Article 6 para. 1a of the GDPR, if you have given us your consent to process personal data for specific purposes (e.g., receipt of a newsletter).4. On the basis of statutory requirements pursuant to Article 6 para. 1c of the GDPR, i.e. various legal obligations, e.g., Section 257 of the German Commercial Code and Section 147 of the German Fiscal Code as well as the GoBD Directive [Principles for the proper management and storage of books, records and documents in electronic form, as well as data access] for the storage of tax-related data, and other relevant laws.
Recipient of the data	Within this company, only the employees who need your data to fulfil our contractual and statutory obligations will

	<p>have access to the data. Service providers and vicarious agents who are contractually obligated by us may receive data for these purposes if the persons involved are obligated to secrecy and the written data protection instructions are observed. These mainly include companies from the following categories:</p> <p>Support/maintenance of EDP/IT applications, web hosts, archiving, call centre services, destruction services for documents and data carriers, purchase/procurement, hotels, collection of claims, processing of giro transfer forms such as credit cards, lettershops, marketing agencies, tax consultants for preparing monthly and annual financial statements, post and transport services, payment transactions, assertion of legal claims, and defence in the event of legal disputes.</p>
Storage period or criteria to determine the period	<p>Your personal data will be stored for as long as such storage is necessary to fulfil our contractual and statutory obligations. Data that is no longer required for the fulfilment of contractual or statutory obligations will be deleted, unless storage is required on account of statutory retention periods (e.g., compliance with the 10-year retention periods stipulated under commercial law and tax law)</p>
Your rights	<p><u>You have the right to information</u> regarding the relevant personal data and the right to <u>rectification</u> or <u>deletion</u> or to <u>restriction of processing</u> or the right to object to the processing as well as the <u>right to data portability</u>.</p> <p>You can object to the consent given by you for processing at any time with effect for the future. Furthermore, you have the right to file a complaint with a supervisory authority.</p>
Necessity of providing your data	<p>Provision of personal data is required for initiating, concluding, executing and terminating a contract with you for the supply of our products.</p> <p>The services that are offered on the website or in the retail store cannot be utilised and/or the products cannot be delivered unless such data has been provided.</p> <p>Excluded from this are all processes in which you can acquire our products or services without providing your personal data, e.g. in the retail store with cash payment.</p>
Transfer of personal data to a third country or an international organisation	<p>Data is not transferred to countries outside the EU or the EEA.</p> <p>If service providers in a so-called third country are involved, they are bound by written instructions and undertake to comply with the data protection level in Europe by an agreement containing the standard contract clauses of the EU.</p>
Automated decision according to Art. 22 para. 1.4 of the GDPR:	Does not take place.
Right to object to direct marketing measures	As far as the processing is based on your consent, you have the right to <u>revoke consent at any time</u> without affecting the legality

	of the processing carried out on the basis of the consent until it was revoked.
Data sources	We also use telephone directories, websites etc. for research purposes, e.g. in case of address changes. In certain situations, we also receive data from third parties, e.g., family members, authorised representatives or business partners, in order to prepare an offer prior to the conclusion of a contract, during an existing contract or if the delivery address differs from the purchaser's address.