

Information regarding processing of personal data

1. Name and address of responsible entity

HAZEMAG & EPR GmbH
Brokweg 75
48249 Dülmen
Germany

2. Business management

Marcus Heinrich (CEO)
Paul Bracher (COO)

3. Director of data processing at responsible entity

Dirk Thöne

4. Company data protection officer

Stefan Bräutigam
e-Mail: stefan.braeutigam@hazemag.de

5. Purpose for processing personal data (Art. 6 EU-DSGVO)

The company researches and develops treatment processes for primary and secondary raw mineral materials and waste products, and designs, produces and markets machines and other equipment required for this purpose. Personal data is processed within the scope of pursuing the purposes specified above.
(Art. 6 Para. 1b EU-DSGVO)

Moreover the personal data is processed based on various legal obligations, e.g. tax laws, foreign trade acts, etc.
(Art. 6 Para. 1c/1e EU-DSGVO)

Moreover personal data is processed and used by our staff for the purpose of handling contacts and for personnel administration
(Art. 88 EU-DSGVO / § 26 BDSG Bundesdatenschutzgesetz [Federal Privacy Act]).

To the extent necessary we process your data beyond actual fulfilment of the contract to protect the justified interest of our own company as well as third parties. Example:

- Enforcement of legal claims and defence in the event of legal conflicts,
- ensuring IT security and IT operations,
- prevention of criminal offences
- actions to ensure enforcement of company rules and policies.

(Art. 6 Para. 1f EU-DSGVO)

Information regarding processing of personal data

Your acceptance of our privacy policy allowing us to process personal data for certain purposes forms the legal basis for such processing. Your acceptance can be revoked at any time; an email is sufficient for this purpose. This also applies for revocation of acceptance agreements granted to us before the EU Privacy Act came into force, i.e. before the 25th of May 2018.

(Art. 6 Para. 1a EU-DSGVO)

6. Description of group of persons affected

Primarily the personal data and data categories specified below associated with the following groups is compiled, processed and utilised for fulfilment of the purposes specified under 5. above:

- Customers (address data, including telephone, fax and email data, information, bank connections)
- Interested parties/non-customers (address data, areas of interest, offer data)
- Applicants (primarily application data, information on occupational career, education and qualifications),
- Employees, trainees, apprentices, retirees, previous employees and dependants; contract data, master data and billing data (information on private and business addresses, area of activity, salary payments, name and age of dependants where data is relevant for social services, taxation and bank connection data. Data for personnel administration and taxation; working time log data and access control data; scheduling data; data for communication as well as handling and checking transactions as well as technical systems
- Emergency contact data on persons selected by employees, to be contacted in emergencies;
- Commercial representatives/agents/marketing partners (address, business and contract data; contact information);
- Supplier/service providers (address data; bank connections, contract data, scheduling data; billing and service data);
- Contact persons for the groups specified above.

7. Data receivers or categories of data receivers

- Public agencies, entitled to data based on legal regulations (e.g. social insurance carriers, tax authorities, supervisory authorities).
- Internal entities, participating in the specific business processes (primarily: personnel administration, bookkeeping, purchasing, marketing, general administration, sales, IT).
- External service providers (service provider companies, data processing service companies).
- Other external entities, such as credit institutions (salary payments, companies for which affected parties have given their consent or to which transfer is permissible for predominately justified interests.

Information regarding processing of personal data

8. Data transfer to third countries

Data transfer to third countries results primarily only within the scope of contract fulfilment, required communication as well as other exceptions specifically provided for in EU-DSGVO / BDSG.

9. General deadlines for deleting data

Legislative authorities have issued a variety of obligations and deadlines for archiving data. After expiration of these deadlines, the affected data is routinely deleted, when no longer required for fulfilment of a contract. Legal commercial and financial data for a concluded fiscal year are deleted according to legal regulations after an additional ten years, unless longer archiving periods are required or necessary for justified reasons. Shorter deletion deadlines are used for special areas (e.g. personnel administration field such as declined applications or written warnings). If data is not affected by the above, it is deleted when the purposes specified under 5. cease to apply.

10. Privacy rights of those affected

Every affected person has the right to information as specified in Art. 15 EU-DSGVO, the right to notification pursuant to Art. 16 EU-DSGVO, the right to deletion pursuant to Art. 17 EU-DSGVO, the right to limit processing pursuant to Art. 18 EU-DSGVO, the right to objection as specified in Art. 21 EU-DSGVO as well as the right to transfer of data as specified in Art. 20 EU-DSGVO. The limitations specified in § 34 and 35 BDSG. apply for the right to information and right to deletion. Moreover affected persons have the right to file an objection with a privacy protection authority as specified in Art. 77 EU-DSGVO in combination with § 19 BDSG.

You can revoke your acceptance at any time; an email is sufficient for this purpose. This also applies for revocation of acceptance agreements granted to us before the EU Privacy Act came into force, i.e. before the 25th of May 2018. Please note, that revocation applies only for the future. Any processing accomplished before revocation is not affected.

(Art. 6 Para. 1a EU-DSGVO)

Dülmen, 25th May 2018

Stefan Bräutigam
Company Data Protection Officer