

## Data privacy statement for supplier's applications and the AUMA supplier portal

Thank you for your interest in cooperation with AUMA Riester GmbH & Co. KG. Within the framework of the present privacy policy statement, we would like to inform you what personal data will be gathered for the purpose of applying as a supplier for our online application form and using our AUMA supplier portal as well as the pertaining services, and for what purpose this data will be used and how we use it to optimise our services for you.

### 1. Responsible party

**AUMA Riester GmbH & Co. KG**  
**Aumastr. 1, 79379 Muellheim, Germany**

hereinafter referred to "AUMA" or "we" or "us".

### 2. What is personal data?

Personal data means specific information which is or can be assigned to personal or objective affairs of a specified or specifiable natural person and user of the AUMA supplier portal. This includes your name, address, phone number, IP address and e-mail address. Good to know: AUMA protects the data of legal entities with the same care as personal data.

### 3. What information will AUMA collect about me?

AUMA commits itself to the principles of data economy. Personal data will only be collected and stored, if provided at your own discretion, i.e. within the framework of application as a supplier or other correspondence.

#### a) When applying as a supplier

If you wish to apply as a potential supplier, we possibly receive personal data and business contact data from you or other contact persons within your company. The following personal data might be collected:

- Your name or name of contact person
- Your e-mail address or e-mail address of contact person
- Your address
- Your country
- Your phone and/or fax number

#### b) When visiting the AUMA supplier portal

The AUMA supplier portal is only available to registered key suppliers. During each visit to our AUMA supplier portal, information from your browser will automatically be sent to the server of the AUMA portal and stored temporarily in a so-called log file. The following files are recorded and stored without any interaction from your side until automatic deletion:

- IP address of the inquiring computer,
- access date and time,
- name and URL of the retrieved file,
- website from which access was gained,
- the operating system of your computer and the browser you use.

This data is collected and processed for the purpose of enabling the use of the AUMA supplier portal (establishing a connection), to ensure permanent system security and stability, to enable technical administration of network infrastructure and the optimisation of our internet presentation as well for internal statistical purposes. Your IP address will only be analysed in case of an attack on the AUMA network infrastructure and continuously evaluated in anonymous form for statistical purposes, without potential identification.

Furthermore, AUMA uses cookies and similar technologies. For further information on this topic, please refer to [sections 9 and 10](#).

#### **4. For what purposes does AUMA use my personal data?**

AUMA uses your personal data within the framework of verifying your application as supplier and establishing a supplier database that consists of competent and high-performance suppliers. Data of applicants who immediately do not qualify as suppliers or for whose products AUMA currently has no need, will be stored for a period of 24 months by AUMA to be able to contact them for new projects. We will ask all applicants for their explicit consent. The procedure as well as all details are described in the "General user conditions for supplier's application and the AUMA supplier portal". Furthermore, AUMA will use your data for the management of the supplier database, your access authorisation to the AUMA supplier portal and technical administration of the AUMA supplier portal. AUMA will use your data only to the extent necessary required by the application

Only with your explicit consent will this data be used or processed for additional purposes (for instance providing additional information on our company and our products or important technical information, such as direct contact).

#### **5. Will AUMA share my personal data with anyone else?**

AUMA will not disclose your personal data to third parties without your consent, except where disclosure is required by law. Should AUMA order third parties to process personal data, for example providers of external storage solutions or Cloud service providers, we assure that such an order data processing will be performed in compliance with data protection based on the applicable national laws and regulations adopted at European level. Order data processing service providers are selected with utmost care by us and compliance with technical and organisational measures taken by the contractor will be checked and recorded by AUMA.

Auftragnehmer getroffenen technischen und organisatorischen Maßnahmen von uns geprüft und dokumentiert.

When transferring personal data to a member of the AUMA Group outside of the EU or the EEA (so called third countries), we shall provide an adequate level of data protection by means of contractual agreements using the so called EU standard contractual clauses.

## 6. When will AUMA contact me?

AUMA may contact you:

- In case of questions regarding your application as supplier which you sent to AUMA and the approval by our purchasing department;
- When sending the approval and/ or activating the access authorisation to the AUMA supplier portal;
- In connection with other correspondence which we receive from you;
- To invite you to participate in tenders and quotations to our inquiries;
- For the transmission of demand figures (forecast figures);
- For processing an order already placed or call on demand;
- To manage order acknowledgements and complaints.

## 7. Data protection and data security

AUMA deploys technical and organisational security measures to protect the data gathered from you against manipulation, loss, destruction as well as against unauthorised access. All information is transmitted in encrypted form. Users may only access order related data. Access rights are checked against the supplier profile and the master data stored within our system. Our security measures are continuously improved in compliance with the latest technical developments.

Our staff is obliged to treat all data as confidential and to maintain data secrecy. The obligation to observe data secrecy shall persist after termination of their employment at AUMA.

## 8. Links to other websites

The AUMA supplier portal contains links to the AUMA website or other AUMA maintained content on external platforms. Links to external websites are checked prior to initial integration. AUMA does not assume any liability for such external content as AUMA has no control on this content. Providers of information accessible via these external links are responsible for the content and correctness of the information. At the time of link integration, no violations of right were apparent to AUMA. Once AUMA has gained knowledge of potentially illegal content, AUMA will immediately remove them. AUMA will only be liable from the time it became aware of the illegality.

## 9. Web browser cookies

A "cookie" also known as "web cookie", or "browser cookie" is a small amount of data, which often includes a unique identifier that is sent to and automatically stored on your computer, tablet or mobile phone when you visit a website. Each website can send its own cookie to your web browser if your browser's preferences allow it. Most modern browsers support cookies and allow the user to disable them. You can reset your browser to refuse all cookies or to indicate when a cookie is being sent. However, some features or services on our sites may not function properly without cookies.

On the AUMA supplier portal, cookies record information about your online preferences and allow us to tailor our websites to your interests. Further, we use cookies to continuously improve the quality of our service and to better understand how people use our sites. We do this by storing user preferences in cookies and by tracking user trends and patterns of how people navigate our sites.

There are different types of cookies.

**Session cookie:** A user's session cookie (also known as an in-memory cookie or transient cookie) for a website exists in temporary memory only while the user is reading and navigating the website. When an expiry date or validity interval is not set at cookie creation time, a session cookie is created. Web browsers normally delete session cookies when the user closes the browser.

**Persistent cookie:** A persistent cookie will outlast user sessions. If a persistent cookie has e.g. its max. age set to 1 year, then, within the year, the initial value set in that cookie would be sent back to the server every time the user visited the server. This could be used to record how the user initially came to this website. For this reason persistent cookies are also called tracking cookies.

There are different purposes for use of Cookies:

Session management	Cookies may be used by AUMA to maintain data related to the user during navigation, possibly across multiple visits.
Personalisation	Cookies may be used by AUMA to remember the information about the user who has visited a website based on users' preference in order to show relevant content in the future.

Tracking	Tracking cookies may be used by AUMA to track internet users' web browsing.
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We use first party cookies for storing preferences and data needed throughout your visit on the site (for example, preferred language or font size). First-party cookies are cookies that belong to the same domain that is shown in the browser's address bar (or that belong to the sub domain of the domain in the address bar).

We may use third party cookies for tracking user trends and patterns with the help of third party web statistics providers. Third party cookies are cookies that belong to domains different from the one shown in the address bar. Websites may contain contents of third party domains (e.g. banner advertising). This enables tracking of the internet users' web browsing. Data collected by third party cookies will be processed by such third party provider on behalf of AUMA as data controller. The third party cookies on the AUMA website are used exclusively by AUMA websites and the web statistics provider and are not shared with any other third party. Privacy setting options in most modern browsers allow the blocking of third party tracking cookies (see section 9).

## 10. Technology

AUMA uses Internet technologies (e.g. cookies, Java script) exclusively for the purpose of making the operation of Internet applications easier for you. Google Analytics (web analysis service) are used to analyse the use of this website, compiling reports on website activity for the website operator and providing other services for the website operator relating to website activity and internet usage. To accomplish this, reports about your website activities are compiled for AUMA, so that AUMA can tailor its Internet offerings to your requirements.

The collected data is only analysed for statistical purpose and in anonymised form. Google Analytics accomplish this by shortening the IP address before transmitting it. Please note that the website uses the Google Extension „gat.\_anonymizeIp()“. This ensures that IP addresses are collected anonymously (known as IP masking). Under no circumstances will Google link your shortened IP address with any other Google data.

You may object to future tracking analysis at any time. Furthermore, you can prevent the collection of data generated by the cookie about your use of the website (including your IP address) and its processing by Google by downloading and installing the browser plug-in provided under this link: <http://tools.google.com/dlpage/gaoptout?hl=en>. If you are using several terminal devices or browsers, you must perform the opt-out for each terminal device or browser.

## 11. Objecting to advertising mails

AUMA objects to the use of contact details published within the framework of the obligation of imprint for mailing unsolicited advertising and information. In case of violation, AUMA reserves the right to take legal steps.

## 12. Right to information, correction, deletion, blocking

You are entitled to obtain information free of charge and at any time on personal data stored with us, its origin and recipients and the purpose of data processing as well as the legal grounds for its correction, blocking or deletion of data, should legal requirements exist. For further questions on this topic and on personal data you can contact us at any time under the address listed in the imprint.

Do you have further questions on data protection? Please do not hesitate to contact us: AUMA

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