

INFORMATION PURSUANT TO ART. 13/14 GDPR FOR PARTICIPATION IN ONLINE SEMINARS

STATUS: 2023

Name and contact details of the controller (Art.13 para.1 lit. a GDPR)

Gebr. Reinfurt GmbH & Co. KG
Niederhoferstr. 105, 97222 Rimpfing

Contact details of our data protection officer (Art. 13 para. 1 lit. b GDPR)

Stephan Menzemer, dsb@gww.com

Purpose of the data processing

We use the tool „BigBlueButton“ to conduct online seminars. „BigBlueButton“ is an open source web conferencing system.

Categories of personal data processed

The processing of personal data when participating in our online seminars and using „BigBlueButton“ depends on the information you provide before or during your participation in an online seminar.

The following personal data may be the subject of processing:

- **Information about you as a participant**

First name and/or last name, e-mail address (optional), profile picture (optional)

- **Seminar-metadata**

Topic, description (optional), participant IP addresses, device/hardware information

- **Text and audio data**

You may have the option of using the chat, question or survey functions in an online seminar. To this extent, the text entries you make are processed in order to display them in the online seminar and, if necessary, to log them. If you ask questions during the seminar, the data from the microphone of your terminal device will be processed accordingly. You can switch off or mute the microphone yourself at any time via the BigBlueButton applications.

Activation of the video camera of your terminal device is not enabled during our online seminars.

In order to participate in an online seminar or to enter the „seminar room“, you must at least provide information about your name.

Scope of data processing

When conducting online seminars, we may also process your questions asked for the purposes of recording and following up on the online seminars.

What is your personal data used for? (Purpose of data processing Art. 13 para. 1 lit. c GDPR)

Conducting the online seminar.

Legal basis of data processing

Art. 6 para. 1 lit. f GDPR.

Legitimate interests pursued by controller (Art. 13 para. 1 lit. d GDPR)

Our legitimate interest in data processing lies in conducting the online seminar.

Any other recipients of the personal data (Art. 13 para. 1 lit. e GDPR)

The personal data processed in connection with your participation in the online seminars will generally not be disclosed to third parties, unless the disclosure is explicitly requested (e.g. to answer a question from a participant).

How long do we store your personal data? (Art. 13 para. 2 lit. a GDPR)

We generally do not store any personal data related to your use of Big Blue Button. The online seminars are neither recorded nor are the chats stored. The contents of chats, shared files and whiteboards are deleted from the platform as soon as a conference room is closed.

Otherwise, we process and store your personal data for as long as it is required to fulfil the respective purpose. In addition, we store data if we are required to do so by European or national legislation in EU regulations, laws or other provisions to which we are subject as the controller. These are, in particular, regulations from the German Commercial Code (Handelsgesetzbuch) or the German Fiscal Code (Abgabenordnung), which require the storage of tax-relevant data and documents for a period of six or ten years. If the data is no longer required or if a storage period stipulated by the aforementioned provisions has expired, your data will be deleted on a regular basis.

What rights do you have?

You have the right:

- to revoke your consent at any time in accordance with Art. 7 para. 3 GDPR, provided that we process your personal data on the basis of consent. As a consequence we may no longer continue this data processing for the future. The lawfulness of the processing carried out up to the point of the revocation is not affected by this.
- to request information about your personal data processed by us in accordance with Art. 15 GDPR. In particular, you can request information about the processing purposes, the categories of personal data, the categories of recipients to whom your data has been or will be disclosed, the planned storage period, the existence of a right to rectification, erasure, restriction of processing or objection, the right to lodge a complaint, the source of your data if it has not been collected by us, as well as the existence of automated decision-making, including profiling, and, if applicable, meaningful information about its details.



High-Precision Ball Bearings

- to immediately request the correction of incorrect or incomplete personal data transmitted to us in accordance with Art. 16 GDPR.
- to request the erasure of your personal data stored by us, unless the processing is necessary for the exercise of the right of freedom of expression and information, for compliance with a legal obligation, for reasons of public interest or for the establishment, exercise or defence of legal claims in accordance with Art. 17 GDPR.
- to request the restriction of the processing of your personal data in accordance with Art. 18 GDPR, insofar as the accuracy of the data is disputed by you, the processing is unlawful, but you object to its erasure or we no longer require the data, but you require it for the establishment, exercise or defence of legal claims or you have objected to the processing in accordance with Art. 21 GDPR.
- to receive your personal data that you have provided to us in a structured, commonly used and machine-readable format and to request the transfer to another controller in accordance with Art. 20 GDPR and to complain to a supervisory authority pursuant to Art. 77 GDPR. Generally, you can contact the supervisory authority of your usual place of residence or workplace or our company headquarters for this purpose.

Pursuant to Art. 21 GDPR, you have the right to object at any time, on grounds relating to your particular situation, to the processing of personal data concerning you which is carried out on the basis of Art. 6 para. 1 lit. e or f GDPR; this also applies to profiling based on these provisions. We will then no longer process your personal data unless there are compelling legitimate grounds for the processing which override your interests, rights and freedoms, or the processing serves us to establish, exercise or defend legal claims.

Do we use your personal data in the context of automated decision-making? (Art. 13 para. 2 lit. f GDPR)

No.

Competent supervisory authority for data protection (Art. 55 GDPR)

Bayerisches Landesamt für Datenschutzaufsicht

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