

**Privacy Notice for the purchase / sale of
goods and services**

Mit Sicherheit

HAEMATO pharm



Data privacy is of high importance for HAEMATO and we want to be open and transparent about our processing of your personal data. We therefore have a policy setting out how your personal data will be processed and protected.

1. Controller of your personal data:

HAEMATO PHARM GmbH
Lilienthalstraße 5c
D – 12529 Schönefeld

tel. +49 30 6779867202
e-Mail: info@haemato.de
represented by: Daniel Kracht, Uwe Zimdars

2. Contact details of the Data Protection Officer:

Datenschutzbeauftragte/r
HAEMATO PHARM GmbH
Lilienthalstraße 5c
D – 12529 Schönefeld
e-mail: datenschutz@haemato.de

3. Scope of application

This Privacy Notice applies to the purchase and sale of goods and services by HAEMATO PHARM GmbH.

4. Purposes and legal ground for processing

(Article 6 (1) (b) GDPR)

The processing of personal data takes place in order to carry out our contracts with you and to process your orders and to carry out measures and activities in the context of pre-contractual relations. These essentially include:

- the contractual communication with you
- the appropriate billing and related payment transactions
- the traceability of orders and other agreements as well as the quality control through appropriate documentation
- goodwill and fairness procedures

- measures for the control and optimization of business processes as well as for the fulfillment of general due diligence
- cost entry and controlling, reporting
- performance of customer / debtor management services
- verification of customer balances and obtaining balance confirmations, as well as assistance with collection services or the involvement of lawyers to collect outstanding receivables
- internal and external communication
- establishment, exercise and defense of legal claims
- ensuring the IT security.

(Art. 6 (1) f DSGVO)

In addition to the actual fulfillment of the contract or preliminary contract, we process your data, if necessary, in order to protect legitimate interests of us or third parties, in particular for:

- the assessment and optimization of demand analysis procedures
- the further development of processes and systems
- the minimization of default risks through the assignment of receivables
- the collection of receivables and refinancing
- quality control and training purposes
- risk management
- the preparation of statistical evaluations for the corporate management
- the preparation of a correct and lawful annual report

(Article 6 (1) a GDPR)

Processing of your personal data for specific purposes (e.g. the use of your e-mail address for marketing purposes) may also be based on your consent. It can be withdrawn at any time. This also applies to the withdrawal of declarations of consent issued to us before the validity of the GDPR, i.e. before 25 May 2018. You will be informed separately about the purposes and consequences of a withdrawal or non-grant of consent in the relevant text of the consent itself. In principle, the withdrawal of consent only works for the future. Data processing that occurred before the withdrawal is unaffected and remains legal.

(Article 6 (1) c DSGVO) and (Article 6 (1) (e) GDPR)

Like everyone involved in business, we are subject to a variety of legal obligations. These are primarily legal requirements (e.g. commercial and tax laws), but also, if applicable, regulatory or other official requirements. Purposes of processing may include the fulfillment of tax control and reporting requirements as well as the archival of data for privacy and data security purposes, as well as audits by tax and other authorities. In addition, the disclosure of personal

data in the context of administrative / judicial action may be required for purposes of gathering evidence, prosecuting or enforcing civil claims.

5. Deletion periods

The collected data will be deleted after the expiry of the statutory deletion periods.

6. Transmission to third parties

Except in the cases mentioned in this Privacy Notice, your personal data will not be shared with third parties. Personal data may also be disclosed to third parties acting on our behalf in order to further

process the personal data in accordance with their original underlying purpose. Based on compulsory legal provisions these third parties are contractually obligated by us to use personal data only for the agreed purpose or not to disclose the personal data to other parties without permission, unless required by law. If there are other categories of recipients of personal data in the context of future data collection, we will inform you of this at the time the data is collected for this specific purpose.

7. Transmission to third countries

There is no transmission of data to third countries.

8. Your rights

Right to access: You have the right to request information about the personal data we hold on you at any time (Art. 15 GDPR).

Right to rectification: You have the right to request rectification of your personal data if the information is incorrect, including the right to have incomplete personal data completed (Art. 16 GDPR).

Right to erasure: You have the right to erase any of your personal data processed by us, unless there is a legal obligation to retain the data (Art. 17 GDPR).

Right to restriction: You have the right to request that HAEMATO restricts the processing of your personal data under the following circumstances: (a) the data is incorrect; (b) the processing is unlawful and you reject the deletion; (c) the Controller no longer needs the data but you need the data to assert, exercise or defend legal claims (Art. 18 GDPR).

Right to portability: You have the right to data portability. Whenever we process your personal data, by automated means based on your consent or based on an agreement, you have the right to get a copy of your data transferred to you or to another party. This only includes the personal data you have submitted to us (Art. 20 DSGVO).

Your right to object to processing based on legitimate interest: You have the right to object to processing of your personal data that is based on our legitimate interest. We will not continue to process the personal data unless we can demonstrate legitimate grounds for the processing which overrides your interest and rights or due to legal claims (Art. 21 DSGVO).

Right to complaint with supervisory authority: You have the right to lodge a complaint with a supervisory authority if you consider HAEMATO to process your personal data in an incorrect way (Art. 77 GDPR). In such a case please contact our Data Protection Officer at: datenschutz@haemato.de.

Updates to our Privacy Notice:

We may need to update our Privacy Notice. The latest version of the Privacy Notice is always available on our website under <https://haemato.de/en/terms-of-service>. We will communicate any material changes to the Privacy Notice, for example the purpose of why we use your personal data, the identity of the Controller or your rights.

(Status: May 2019)