

INFORMATION REQUIRED IN ACCORDANCE WITH THE GDPR

Data privacy and the protection of your personal data are our utmost priorities. This document will inform you as to how we process your personal data on our website and within our company. We process personal data in accordance with the regulations of the new German Federal Data Protection Act (Neues Bundesdatenschutzgesetz), which came into effect on 25 May 2018, and the General Data Protection Regulation, which came into effect on 25 May 2018.

The name and address of the data controller

Kolbe-Coloco Spezialdruck GmbH, Im Industriegelände 50, 33775 Versmold
vertreten durch die Geschäftsführung: Stefan Klinksiek
Telefon: +49 (0) 5423 967 - 0, E-Mail: info(at)kolbe-coloco.de

Contact details for the data protection officer

Detlef Breuker, c/o C&S Consulting, An der Blanken Mühle 17, 49328 Melle
E-Mail: info(at)datenschutz-os.de

Processing of personal data within our company

We process personal data that we receive from you in the course of requests for information, enquiries, the initiation of business transactions, the processing of contracts, online orders and our business relationship. In addition to this and where necessary for the performance of contract (e.g. in order to complete orders, to fulfil contracts, or with your consent), we also process personal data that we receive with permission from other companies or other third parties. The relevant personal data are personal details (name, address and other contact details), and may also include order data, data arising from the fulfilment of our contractual obligations, marketing and sales data, documentation data, and other comparable types of data.

1. Purposes of and legal basis for processing

The purposes of the processing are determined primarily by the service you have ordered or requested information about.

1.1. The processing is necessary for the fulfilment of a contract or to take steps prior to entering into a contract (Art. 6, Para. 1(b), GDPR).

- Personal data is processed in order to enable us to conduct and act as an intermediary for commercial transactions, in particular to enable us to initiate and conclude contracts with you and to complete your orders. Additionally, personal data is also processed to enable us to process enquiries and orders when you use our online shop.

1.2. The processing is carried out in accordance with considerations of legitimate interest (Art. 6, Para. 1(f), GDPR). If necessary, we shall process your data for purposes above and beyond the fulfilment of the contract itself, where such purposes are in our own legitimate interest or that of third parties. These purposes include:

- The exchange of data with credit agencies (SCHUFA, Creditreform) in order to determine credit
- and failure risks
- Advertising and market or opinion research, providing you have not objected to the use of your data for such purposes
- The handling of enquiries and requests for information
- The exercising of legal claims and defence in the event of legal disputes
- Ensuring IT security
- Preventing and investigating criminal activity
- Measures relating to business management and the development of services and products

1.3. You have consented to the processing of your personal data for one or more specific purposes (Art. 6, Para. 1(a), GDPR).

- If you have consented for us to process your data for specific purposes (e.g. marketing, newsletter service, publication of photos/personal data), the legal basis for the processing is your consent.
- You can withdraw your consent at any time. This also applies to withdrawing declarations of consent provided to us before the GDPR came into effect, i.e. before 25 May 2018.
- The withdrawal shall only apply to future processing activities. Any processing conducted prior to the withdrawal of consent shall remain unaffected.

1.4. The processing is necessary for compliance with a legal obligation to which we are subject (Art. 6, Para. 1(c), GDPR).

- As a company, we are subject to a variety of legal obligations relating to monitoring and reporting under tax and social insurance law. Other requirements may also arise in conjunction with the German Disabilities Act (Schwerbehindertengesetz), trade associations, fraud and money laundering prevention, compliance with the requirements of the EU Anti-Terror Regulation, etc.

2. Data recipients and categories thereof (insofar as data transfer takes place)

2.1. Within our company, your data shall be transferred to those departments that require them in order to fulfil our contractual and legal obligations. Our data processors (Art. 28, GDPR) can also receive the data for these same specific purposes. These include companies in the following categories: financial credit services, IT services, printing services, telecommunications, consulting, and distribution and marketing.

2.2. External companies may also receive your data if they require them in order to fulfil our contractual duties. In line with these requirements, the recipients of your data may include:

- Tax advisors, auditors and consultants