

NOTICE ON DATA PROTECTION

for the collection of personal data in accordance with Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR) for our customers and suppliers

With this notice, we inform you about the processing of your personal data and the rights to which you are entitled under data protection law. Which data specifically are processed and how they are used depends primarily on the services provided and agreed upon.

1. Person responsible for data processing and whom I can contact:

Responsible entity:

AMK Automotive GmbH & Co. KG
Waldstr. 26-28, 73773 Aichwald
Email: datenschutz@amk-group.com

Phone: +49 711 90721-0

Data Protection Officer

EmEtz GmbH
Email: datenschutz@emetz.de

2. What data we process, for what we process your data (purposes of processing) and on what legal basis we do so:

We process personal data in compliance with the EU General Data Protection Regulation (GDPR) and all other applicable laws. The processing of personal data (Article 4(2) GDPR) is usually always necessary if a business relationship with you is initiated or already exists. The purposes of the processing are primarily based on the service to be provided by us. We inform you below about "core processing" in our company. In addition, there may be other processing operations, about which you will be informed separately in the respective process.

- For the fulfillment of contractual obligations (Article 6(1)(b) GDPR)

Data processing purposes	Data categories
Order, booking, request processing, offer preparation and pre-contractual measures, including confirmation of the above facts.	Personal data, contact details, contract data
Customer master data management	Personal data, contact details
Supplier master data management incl. Supplier evaluation	Personal data, contact details
Organizing and conducting training courses, user seminars	Personal data, contact details, qualification data
Dunning	Personal data, contact details, bank details
Provision of services	Personal data, contact details
Accounting	Personal data, contact details, bank details
Delivery of goods and services	Personal data, contact details
Organizing online meetings ¹	Information about the user and, if applicable, his/her contact details
Conducting online meetings (recordings of the meetings are generally not made on our part.)	Information about the user (surname, first name, email address, etc.) Meeting metadata: topic description, participation duration, etc. When dialing in by telephone: connection data Text, audio and video data: input by the user during the meeting

¹ Note: If there is no contractual relationship with the other participants in an online meeting or if this does not serve to initiate business, the fulfillment of contractual obligations is not the applicable legal basis. In these cases, reference should be made to Article 6

- **Based on your consent (Article 6(1)(a) GDPR, Article 9(2)(a) in conjunction with Article 7 GDPR)**

Insofar as we have your consent to process personal data for certain purposes, the lawfulness of this processing is based on your consent. Once given, consent can be revoked at any time. It should be noted that revocation is effective for the future. Processing that was carried out before this revocation is unaffected by it.

Data processing purposes	Data categories
Newsletter dispatch	Salutation, name, email address
External publications for advertising	Image data
Trade fair events	Personal data, contact details, image data

- **For the purpose of balancing of interests (Article 6(1)(f) GDPR)**

Where necessary, we also process your data to protect the legitimate interests of us or of third parties. This may be the case, for example, for:

Data processing purposes	Data categories
Ensuring IT security and IT operations	Log data, protocol data
Supplier evaluation	Personal data, contact details
Customer satisfaction surveys for the purpose of product and process improvements (validation)	Personal data, contact details
Statistical purposes	Company data, contact details
Prevention and investigation of criminal acts	All categories of data, as required
Creditworthiness investigations with credit agencies	Personal data, contact details
Advertising purposes, postal advertising	Personal data, contact details
Direct mail (electronic advertising, customer satisfaction surveys), phone calls	Personal data, contact details

- **Processing due to legal requirements (Article 6(1)(c) GDPR)**

In the area of legal obligations, your personal data are processed in particular on the basis of retention periods under commercial and tax law as well as any required information to authorities.

3. To whom are the data passed on (categories of recipients):

Data processing within the company:

We have bundled certain data processing operations in our company. These are performed centrally by specialized business units. In this context, your data may be processed, for example, for telephone customer service, invoice processing or mail processing.

External contractors and service providers (this also includes order processors):

We use external contractors and service providers in some cases to perform our tasks and fulfill our contracts. These may include shredders, print service providers, logistics and IT service providers, for example

Other recipients:

In addition, data may go to recipients to whom we are obliged to disclose data due to legal obligations (e.g. law enforcement agencies and courts).

4. More information on duration of data storage:

As far as necessary, we process and store your personal data for the duration of our business relationship. This also includes the initiation and processing of a contract/order. In addition, we are subject to various retention obligations, which result from the German Commercial Code, among others. Finally, the storage period also depends on the statutory limitation periods, which are usually 3 years but can also be up to 30 years.

5. Data transfer to third countries:

Transfer to a third country does not take place.

6. Data subject rights:

You can request information about the data stored about you via the contact details provided above. (Article 15 GDPR). In addition, under certain conditions, you can request the rectification or erasure of your data (Articles 16 and 17 GDPR). You have the right to request restriction of processing of your personal data (Article 18 GDPR). You also have the right to receive the data you have provided in a structured, commonly used, machine-readable format (Article 20 GDPR).

7. Is there an obligation to provide data?

In the context of initiation of business or a business relationship with us, you generally only need to provide the data that we require for the corresponding establishment, implementation or termination of this relationship. Without the provision of the required data, we may have to refuse to establish a business relationship or may not be able to do so or may even have to terminate such a relationship.

8. Right to lodge a complaint:

You have the option of contacting the above-mentioned data protection officer or a data protection supervisory authority with a complaint.

9. Right to object:

For legal reasons, we inform you about your following right to object. However, we do not carry out any direct mail advertising with your personal data as stated therein.

If we process your data to protect legitimate interests, you can object to this processing if reasons arise from your particular situation that argue against the data processing. We will then no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms, or the processing serves the purpose of asserting, exercising or defending legal claims.