General Data Protection Statement

This privacy policy describes the scope, purpose and manner in which the **BELIMO subsidiaries based in Germany** process personal data.

We inform you about the processing of personal data on our website via our online privacy policy, which you can access via the following link: Online Privacy Policy.
You can find more information about the processing of personal data in the Belimo Cloud area under the following link: Privacy Policy Belimo-Cloud.

We also have a data protection declaration for applicants. Employees can obtain a data protection declaration in the personnel area, unless distributed with the hiring documents.

When processing personal data, we comply with Regulation (EU) 2016 / 679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95 / 46 / EC (GDPR).

All our employees are bound to secrecy and have signed an appropriate non-disclosure agreement.

1. What are personal data?

Personal data is information that relates to an identified or identifiable natural person, such as title, first name, surname, date of birth, address, e-mail address, or multiple characteristics that allow conclusions to be drawn about individual persons.

2. Legal basis for the processing of personal data

Insofar as we obtain the consent of the data subject for the processing of personal data (e.g. for the delivery of a newsletter), Art. 6 para. 1 letter a GDPR serves as the legal basis.

Art. 6 para. 1 lit. b GDPR serves as the legal basis for the processing of personal data necessary for the performance of a contract. This also applies to processing operations which are necessary to carry out pre-contractual measures.

Insofar as the processing of personal data is necessary to fulfil a legal obligation to which our company is subject (e.g. to fulfil statutory storage obligations), Art. 6 para. 1 lit. c GDPR serves as the legal basis.

If the processing is necessary to safeguard a legitimate interest of our company or a third party, Art. 6 para. 1 letter f GDPR serves as the legal basis for the processing. This applies, for example, to the following data processing operations:

- Marketing, unless you have objected to the use of your data for marketing purposes,
- measures for the further development of products and services,
- assertion of legal claims and defence in legal disputes,
- ensuring IT security and IT operation,
- video surveillance to ensure physical security and preserve evidence,
- access controls to ensure physical security and to preserve evidence,
- risk management at Belimo.

3. For what purposes do we process personal data?

1. Contract initiation and contract processing with customers or suppliers

Personal data collected
Company, title, surname, first name, company telephone number, personalised e-mail address if necessary.

The data are required for the compilation and exchange of quotations and offers, for concluding contracts and for invoicing.

The purposes for which the data to be collected is used are oriented to the actual content of the respective contract and comprise both pre-contractual and contractual objectives. These stipulations apply in addition to the downloading of software, no matter whether this is made available by Belimo for a fee or free of charge, and for the provision of update services for such software.

If the business relationship with you no longer exists, then your personal data will be deleted insofar as no statutory retention obligations apply.

2. Contact and product queries

Personal data collected
Company, Form of address, Name, First name, Company telephone number, personalised email address if necessary.

We use the data for the processing of contact and product queries and for the contract performance pursuant to Sect. 1.3.1.

Following the completion of the contact query, we shall delete the personal data insofar as no statutory retention obligations apply.

3. Processing of personal data for marketing purposes and newsletters

Personal data collected
Company, Form of address, Name, First name, Company telephone number, personalised email address if necessary.

We also process personal data which you have conveyed to us, either verbally, in writing or electronically, for marketing purposes. This is used for providing you with individual consultation, for preparing offers for products and services which are tailored to your individual requirements, for sending newsletters and for improving our services.

You can refuse the individualised processing of your data in future for marketing purposes, either in general or with respect to channels. In the event that such a statement has been issued, you will no longer be contacted for marketing purposes. However, if you use one or more of our valid services, your data will remain in our database so we can continue to provide this service for you and will be used for business transactions.

4. Processing of applicant data

Personal data collected
All of the statements regarding yourself that you provide to us in the documents you submit for the application.

If you submit an application to us that does not lead to later employment, we shall delete the personal data insofar as no statutory retention obligations apply.

5. Other purposes

Personal data may also be collected in the following, non-exhaustive list of cases. This has to do with personal data which you have conveyed to us, either verbally, in writing or electronically:

- consultation activities (e.g. in the course of building projects with planning offices, architects),
- university contacts (e.g. in connection with collaborations in research projects),
- association activities (e.g. in standards committees).

If the relationship with you no longer exists, then your personal data will be deleted insofar as no statutory retention obligations apply.

4. Dissemination of personal data

We save all data in electronic form on servers which belong to the company. We transmit your data as required pursuant to Sections 1.3.1, 1.3.2 or 1.3.3 to our headquarters, our subsidiaries or authorised sales partners in the country that is responsible for you.

Your personal data may be passed along to our service providers for the processing of your order. We select our service providers carefully and contractually ensure that our service providers process your data only in the way that we are permitted to do so. The personal data collected by Google Analytics are stored in the US.

5. Automated decision-making

We do **not** perform any automated decision-making pursuant to Art. 22 GDPR for the justification and execution of business relationships.

6. Rights of the affected individuals

As an affected individual, you have a right to information regarding which data we process about you. You have in addition the right to demand that the processing of your data be corrected, deleted or limited, in addition to the right, if applicable, to data portability. These rights exist insofar as no statutory retention obligations or other justified interests on the part of Belimo prevent their application. Furthermore, you have the right, insofar as it is applicable to you, to file a complaint with the government agency responsible for data privacy (Art. 77 GDPR).

You have the right at all times to revoke a permission which was previously granted for data processing. You can assert your rights by notifying the contact address pursuant to Sect. 1.8.

7. Technical and organisational measures

We implement appropriate technical and organisational measures to protect your personal data.

8. Contact information

BELIMO Stellantriebe Vertriebs GmbH
Rita-Maiburg-Straße 30
70794 Filderstadt, Deutschland
Telefon: +49 711 167 830
E-Mail: info@belimo.de

Belimo Automation Deutschland GmbH
Schücostraße 8
01900 Großröhrsdorf, Deutschland
Telefon: +49 359 521 39 000
E-Mail: infoDE2@belimo.de

Questions to the Data Protection Officer can be addressed to the following address:

Cortina Consult GmbH
Hafenweg 24
48155 Münster
Deutschland

Telefon: +49 251 95 20 37 - 40
E-Mail: post@cortina-consult.de
www.cortina-consult.com