

# **Data Protection Declaration**

We, as the Tekno-Medical Optik-Chirurgie GmbH place great value on the protection of ones personal data. We treat your personal-related data in accordance with the respective legal requirements the General Data Protection regulation (DSGVO).

Responsible body in the sense of the data protection laws, in particular the EU General Data Protection Regulation, (GDPR), is:

Tekno-Medical Optik-Chirurgie GmbH  
Sattlerstr. 11  
78532 Tuttlingen  
Germany

## **Your rights as an affected person**

You can exercise the following rights at any time using the contact details provided by our data protection officer:

- Information about your data stored with us and their processing
- Correction of incorrect personal data
- Deletion of your data stored with us
- Restriction of data processing if we are not yet allowed to delete your data due to legal obligations
- Objection against the processing of your data by us
- Data transferability if you have consented to data processing or have concluded a contract with us.

If you have given us your consent, you can revoke it at any time with effect for the future.

You can at any time complain to the supervisory authority responsible for you. Your responsible supervisory authority depends on the federal state of your residence, your work or the presumed violation. A list of the supervisory authorities (for the non-public sector) with their addresses can be found at:

[https://www.bfdi.bund.de/DE/Infothek/Anschriften\\_Links/anschriften\\_links-node.html](https://www.bfdi.bund.de/DE/Infothek/Anschriften_Links/anschriften_links-node.html).

## **Purposes of data processing by the responsible body and third parties**

We process your personal data only for the purposes stated in this data protection declaration. Your personal data will not be transferred to third parties for purposes other than those stated. We will only pass on your personal data to third parties if:

- You have given your express consent to this
- The processing is necessary to fulfil a contract with you
- The processing is necessary to fulfil a legal obligation

The processing is necessary to safeguard legitimate interests and there is no reason to assume that you have an overriding legitimate interest in the non-disclosure of your data.

## **Deletion or blocking of data**

We adhere to the principles of data avoidance and data economy. We therefore only store your personal data for as long as is necessary to achieve the purposes stated here or as provided for by the various storage periods provided for by law. After the respective purpose

has ceased or these periods have expired, the corresponding data will be routinely blocked or deleted in accordance with the statutory provisions.

## Changes to our data protection policy

We reserve the right to adapt this data protection declaration so that it always conforms to the current legal requirements or to implement changes to our services in the data protection declaration, for example, when introducing new services. Your renewed visit will then be subject to the new data protection declaration.

## Questions to the data protection officer

If you have any questions about data protection, please send us an e-mail or contact the person responsible for data protection in our organisation directly:

Martina Tomasino  
m.tomasino@tekno-medical.com  
07461 1701-31

## ➤ Website

When you access our website, information of a general nature is automatically collected by means of a cookie. This information (server log files) includes, for example, the type of web browser, the operating system used, the domain name of your Internet service provider, and similar information. This is only information which does not allow any conclusions to be drawn about your person.

This information is technically necessary for the correct delivery of content requested by you from websites and is mandatory when using the Internet. In particular, they shall be processed for the following purposes:

- Ensuring a problem-free connection to the website
- Ensuring the smooth use of our website
- Evaluation of system safety and stability
- For other administrative purposes.

The processing of your personal data is based on our legitimate interest in the aforementioned purposes of data collection. We do not use your data to draw conclusions about your person. Recipients of the data are only the responsible body and, if applicable, the contract processor.

Anonymous information of this kind may be statistically evaluated by us in order to optimise our website and the technology behind it.

## Cookies

Like many other websites, we also use so-called "cookies". Cookies are small text files that are transferred from a website server to your hard drive. This automatically provides us with certain data such as IP address, browser used, operating system and your connection to the Internet.

Cookies cannot be used to start programs or transfer viruses to a computer. The information contained in cookies enables us to make navigation easier for you and to display our web pages correctly.

Under no circumstances will the data collected by us be passed on to third parties or linked to personal data without your consent.

Of course, you can also view our website without cookies. Internet browsers are regularly set to accept cookies. In general, you can deactivate the use of cookies at any time using the settings of your browser. Please use the help functions of your Internet browser to find out how you can change these settings. Please note that individual functions of our website may not work if you have deactivated the use of cookies.

## Contact form

If you contact us with any questions by e-mail or contact form, give us your voluntary consent for the purpose of contacting. For this purpose, it is necessary to provide a valid e-mail address. This is used to assign the request and then answer it. The entry of further data is optional. The information you provide will be stored for the purpose of processing your inquiry and for possible follow-up questions. Personal data will be deleted automatically after your request has been processed.

## ➤ Applicant

The application process on your personal-related data will only be used for contractual relationship purposes.

### Legal basis

- For the application and completion of a contractual relationship
- For the fulfilment of a legal commitment
- In the case of processing to safeguard an authorized interest (observance for safety regulations, condition and contractual obligations)
- Based on your voluntary consent by given us your data ( for example religion, Hobbies,...) that are not necessarily needed for this purpose.

### Survey, processing, save and cancelling from data

Uplifted, processed und saved

- Applicant data (name, date of birth, personal data sheet, nationality, etc.) for the Choice-/recruitment procedures
- Private contact (address, telephone number, e-mail-address) for contacting

After reaching the respective purpose your date will be deleted

After a successful application and completing of an agreement, your data will be given to personnel.

## ➤ Training participant

For training, we will use your personal-related data only for the planning, preparation and follow-up for training and business contact care.

### Survey, processing and the saving of data

Uplifted, processed and saved data

- Company name and address with telephone number, e-mail-address for the contact
- Name from the participating person for the issuing of documents and certificate
- Participate in training etc. to correct classification in training
- Delivery date/-place, departure date/-place and hotel in order to support the booking of hotels and organise the pickup from the airport/railway station/hotel.

### Picture shooting

With the entering of the company premises you agree to picture shooting and for the publishing of such pictures for the use of public reporting over the event in different print and online media. Your data will only be used for events, processing and saved. This agreement is voluntary. If this is not wished, please advise our personnel. Should the agreement be cancelled, there will be no disadvantage. This agreement with the effect for the future can be cancelled at any time.

## ➤ Other effected persons

As customer, vendor or other effected person, we treat your personal-related data primarily to fulfil one from you or your company contract ratio.

Furthermore, we treat your personal-related data to fulfil the following:

- Contract settlement
- Customer service
- Quality management
- Maintenance for customers and supplier relationships

## Survey, processing and the saving of data

Survey, processing and saving of data will be

- Address-/base data
- Dates from contact persons
- Payment data
- Correspondence

## Date raised through a third party

Personal-related data which will be available to us through a third party (for example, delivery address, contact person). In this case is normally associated with the delivery or product advice.