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Appendix

- A1 Terms and definitions

Revision overview			
Output / description of the change	Editor	Rev	Date
First edition	BW	1	June 2018

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1. Name and address of the person responsible

The responsible person within the meaning of the General Data Protection Regulation and other national data protection laws of the member states as well as other data protection regulations is the:

STEP Sensor Technology and Electronics Pockau GmbH
Settlement Street 5-7
09509 Pockau- Lengefeld
Germany
Tel: 0049 37367 – 9791
E-mail: info@step-sensor.de
Website: www.step-sensor.de

Contact details of the data protection officer:

STEP Sensor Technology and Electronics Pockau GmbH
Settlement Street 5-7
09509 Pockau- Lengefeld
Germany
Tel: 0049 37367 – 9791
E-mail: datenschutz@step-sensor.de
Website: www.step-sensor.de

2. General information on data processing

2.1 Scope of the processing of personal data

As a matter of principle, we collect and use personal data of our users only insofar as this is necessary for the provision of a functional website as well as our contents and services. The collection and use of our users' personal data regularly only takes place with the user's consent. An exception applies in those cases in which it is not possible to obtain prior consent for actual reasons and the processing of the data is permitted by legal regulations.

2.2 Legal basis for processing personal data

Insofar as we obtain the consent of the data subject for processing operations involving personal data, Art. 6 (1) a of the EU General Data Protection Regulation (GDPR) serves as the legal basis. When processing personal data that is necessary for the performance of a contract to which the data subject is a party, Art. 6 (1) (b) DSGVO serves as the legal basis. This also applies to processing operations that are necessary for the performance of pre-contractual measures. If processing of personal data is necessary for compliance with a legal obligation to which our company is subject, Art. 6 (1) c DSGVO serves as the legal basis. If processing is necessary to protect a legitimate interest of our company or a third party and if the interests, fundamental rights and freedoms of the data subject do not outweigh the first-mentioned interest, Art. 6 (1) f DSGVO serves as the legal basis for the processing.

2.3 Data deletion and storage period

The personal data of the data subject shall be deleted or blocked as soon as the purpose of the storage no longer applies. Storage may also take place if this has been provided for by the European

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or national legislator in Union regulations, laws or other provisions to which the person responsible is subject. The data will also be blocked or deleted if a storage period prescribed by the aforementioned standards expires, unless there is a necessity for the continued storage of the data for the conclusion or fulfilment of a contract.

3. Provision of the website

3.1 Description and scope of data processing

Our website is hosted by our provider www.strato.de. Each time our website is accessed, our provider automatically collects data and information from the computer system of the accessing computer. The following data is collected:

- Information about the browser type, version and language used
- The operating system of the user
- Host name or the IP address of the user
- Date and time of access
- Websites from which the user's system accesses our website
- Websites that are accessed by the user's system via our website

The data is stored in the log files of our system. This data is not stored together with other personal data of the user. The host name and IP address of the user are stored anonymously.

3.2 Legal basis for data processing

The legal basis for the temporary storage of the data and the log files is Art. 6 para. 1 lit. f DSGVO.

3.3 Purpose of the data processing

The temporary storage of the IP address by the system is necessary to enable delivery of the website to the user's computer. For this purpose, the user's IP address must remain stored for the duration of the session. The storage in log files is done to ensure the functionality of the website. In addition, we use the data to optimise the website and to ensure the security of our information technology systems. An evaluation of the data for marketing purposes does not take place in this context. These purposes are also our legitimate interest in data processing according to Art. 6 para. 1 lit. f DSGVO.

3.4 Duration of storage

The data is deleted as soon as it is no longer required to achieve the purpose for which it was collected. In the case of the collection of data for the provision of the website, this is the case when the respective session has ended.

Our provider stores the log files for a maximum of 6 weeks, after which they are automatically deleted.

3.5 Possibility of objection and removal

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The collection of data for the provision of the website and the storage of the data in log files is absolutely necessary for the operation of the website and is carried out by our provider. Consequently, there is no possibility for the user to object.

4. Use of cookies when using our website

Our website uses cookies. Cookies are text files that are stored in the internet browser or by the internet browser on the user's computer system. When a user calls up a website, a cookie may be stored on the user's operating system. This cookie contains a characteristic string of characters that enables the browser to be uniquely identified when the website is called up again.

Cookies cannot execute programs or transfer viruses to your computer. They serve to make the internet offer as a whole more user-friendly and effective.

Our website only uses persistent cookies and no transient cookies. The use of cookies is to save the language setting and consent to the use of cookies.

Persistent cookies are automatically deleted after a predefined period of time, which may differ depending on the cookie. You can delete the cookies at any time in the security settings of your browser.

5. E-mail contact

5.1 Description and scope of data processing

When contacting us via our provided e-mail addresses, the user's personal data transmitted with the e-mail will be processed:

- Your e-mail address
- Your name, if applicable
- Your address, if applicable

stored. In this context, the data will not be passed on to third parties. The data is used exclusively for processing the conversation.

5.2 Legal basis for data processing

The legal basis for the processing of data transmitted in the course of sending an e-mail is Art. 6 (1) lit. f DSGVO.

5.3 Purpose of the data processing

If contact is made by e-mail, this also constitutes the necessary legitimate interest in the processing of the data by the sender.

5.4 Duration of storage

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We delete the data accruing in this context after the storage is no longer necessary or the processing is restricted if there are legal retention obligations.

The storage of data is no longer necessary if it can be inferred from the circumstances that the facts concerned have been conclusively clarified.

5.5 Possibility of objection and removal

The user has the possibility to revoke his consent to the processing of personal data at any time. If the user contacts us by e-mail, he or she can object to the storage of his or her personal data at any time. In such a case, the conversation cannot be continued. All personal data stored in the course of contacting us will be deleted in this case.

6. Rights of the data subject

If your personal data is processed, you are a data subject within the meaning of the GDPR and you have the following rights vis-à-vis the controller:

- Right to information
- Right to removal
- Right to restrict processing
- Right to erasure
- Right to information
- Right to data portability
- Right of objection
- Right to object to consent under data protection law
- Automated decision-making in individual cases including profiling
- Right to complain to a supervisory authority

6.1 Right to information

You may request confirmation from the controller as to whether personal data concerning you is being processed by us. If such processing is taking place, you can request the following information from the controller:

- the purposes for which the personal data are processed
- the personal data which are processed
- the recipients to whom the personal data concerning you have been or will be disclosed
- the planned duration of the storage of the personal data concerning you
- the existence of a right to rectify or erase personal data concerning you, a right to have processing restricted by the controller or a right to object to such processing
- the existence of a right of appeal to a supervisory authority
- all available information on the origin of the data if the personal data are not collected from the data subject
- the existence of automated decision-making, including profiling, pursuant to Article 22(1) and (4) of the GDPR and - at least in these cases - meaningful information about the logic involved and the scope and intended effects of such processing for the data subject
- Information on whether the personal data concerning you will be transferred to a third country or to an international organisation. In this context, you may request to be informed

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about the appropriate safeguards pursuant to Art. 46 of the GDPR in connection with the transfer.

6.2 Right to removal

You have a right of rectification and/or completion vis-à-vis the controller if the personal data processed concerning you are inaccurate or incomplete. The controller shall carry out the rectification without undue delay.

6.3 Right to restrict processing

You may request the restriction of the processing of personal data concerning you under the following conditions:

- if you contest the accuracy of the personal data concerning you for a period enabling the controller to verify the accuracy of the personal data
- the processing is unlawful and you refuse the erasure of the personal data and instead request the restriction of the use of the personal data
- the controller no longer needs the personal data for the purposes of processing, but you need it for the assertion, exercise or defence of legal claims, or
- if you have objected to the processing pursuant to Art. 21 (1) DSGVO and it has not yet been determined whether the legitimate grounds of the controller outweigh your grounds.

Where the processing of personal data relating to you has been restricted, those data may be processed, with the exception of their storage, only with your consent or for the establishment, exercise or defence of legal claims or for the protection of the rights of another natural or legal person or for reasons of substantial public interest of the Union or of a Member State.

If the restriction of processing has been restricted in accordance with the above conditions, you will be informed by the controller before the restriction is lifted.

6.4 Right to erasure

You may request the controller to erase the personal data concerning you without delay and the controller is obliged to erase this data without delay if one of the following reasons applies:

- The personal data concerning you are no longer necessary for the purposes for which they were collected or otherwise processed.
- You revoke your consent on which the processing was based pursuant to Art. 6 (1) a or Art. 9 (2) a DSGVO and there is no other legal basis for the processing.
- You object to the processing pursuant to Art. 21 (1) DSGVO and there are no overriding legitimate grounds for the processing, or you object to the processing pursuant to Art. 21 (2) DSGVO.
- The personal data concerning you has been processed unlawfully.
- The deletion of the personal data concerning you is necessary for compliance with a legal obligation under Union or Member State law to which the controller is subject.
- The personal data concerning you was collected in relation to information society services offered pursuant to Art. 8 (1) DSGVO.

If the controller has made the personal data concerning you public and is obliged to erase it pursuant to Article 17(1) of the GDPR, it shall take reasonable steps, including technical measures, having regard to the available technology and the cost of implementation, to inform data controllers which

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process the personal data that you, as the data subject, have requested that they erase all links to, or copies or replications of, that personal data.

The right to erasure does not exist insofar as the processing is necessary:

- to exercise the right to freedom of expression and information;
- for compliance with a legal obligation which requires processing under Union or Member State law to which the controller is subject or for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;
- for reasons of public interest in the area of public health pursuant to Art. 9(2)(h) and (i) and Art. 9(3) DSGVO;
- for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes pursuant to Article 89(1) of the GDPR, where the right referred to in Section a) is likely to render impossible or seriously prejudice the achievement of the purposes of such processing, or
- for the assertion, exercise or defence of legal claims.

6.5 Right to information

If you have asserted the right to rectification, erasure or restriction of processing against the controller, the controller is obliged to inform all recipients to whom the personal data concerning you have been disclosed of this rectification or erasure of the data or restriction of processing, unless this proves impossible or involves a disproportionate effort. You have the right against the controller to be informed about these recipients

6.6 Right to data portability

You have the right to receive the personal data concerning you that you have provided to the controller in a structured, commonly used and machine-readable format. You also have the right to transmit this data to another controller without hindrance from the controller to whom the personal data has been provided, provided that

- the processing is based on consent pursuant to Art. 6 para. 1 lit. a DSGVO or Art. 9 para. 2 lit. a DSGVO or on a contract pursuant to Art. 6 para. 1 lit. b DSGVO and
- the processing is carried out with the aid of automated procedures.

In exercising this right, you also have the right to have the personal data concerning you transferred directly from one controller to another controller, insofar as this is technically feasible. This must not affect the freedoms and rights of other persons.

The right to data portability shall not apply to processing of personal data necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

6.7 Right of objection

You have the right to object at any time, on grounds relating to your particular situation, to the processing of personal data concerning you which is carried out on the basis of Article 6(1)(e) or (f) DSGVO; this also applies to profiling based on these provisions. The controller shall no longer process the personal data concerning you unless it can demonstrate compelling legitimate grounds for the

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processing which override your interests, rights and freedoms, or the processing serves the purpose of asserting, exercising or defending legal claims.

If the personal data concerning you is processed for the purpose of direct marketing, you have the right to object at any time to the processing of personal data concerning you for the purpose of such marketing; this also applies to profiling insofar as it is related to such direct marketing.

If you object to processing for direct marketing purposes, the personal data concerning you will no longer be processed for these purposes.

You have the possibility, in connection with the use of information society services, notwithstanding Directive 2002/58/EC, to exercise your right to object by means of automated procedures using technical specifications.

You have the right to object, on grounds relating to your particular situation, to the processing of personal data concerning you which is carried out for scientific or historical research purposes or for statistical purposes pursuant to Article 89(1) of the GDPR, unless the processing is necessary for the performance of a task carried out in the public interest.

6.8 Right to object to consent under data protection law

You have the right to revoke your declaration of consent under data protection law at any time. The revocation of consent does not affect the lawfulness of the processing carried out on the basis of the consent until the revocation.

6.9 Automated decision-making in individual cases including profiling

You have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you.

This does not apply if the decision:

- 1) is necessary for the conclusion or performance of a contract between you and the responsible person,
- 2) is authorised by legislation of the Union or the Member States to which the controller is subject and that legislation contains adequate measures to safeguard your rights and freedoms and your legitimate interests, or
- 3) is done with your express consent.

However, these decisions must not be based on special categories of personal data pursuant to Art. 9(1) of the GDPR, unless Art. 9(2)(a) or (g) of the GDPR applies and appropriate measures have been taken to protect the rights and freedoms and your legitimate interests.

With regard to the cases referred to in 1) and 3), the controller shall take reasonable steps to safeguard the rights and freedoms of, and your legitimate interests, including at least the right to obtain the intervention of a person on the part of the controller, to express his or her point of view and to contest the decision.

6.10 Right to complain to a supervisory authority

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Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your residence, place of work or the place of the alleged infringement, if you consider that the processing of personal data concerning you infringes the GDPR.

The supervisory authority to which the complaint has been lodged shall inform the complainant of the status and outcome of the complaint, including the possibility of a judicial remedy under Article 78 GDPR.

6.11 Right to an effective judicial remedy

Without prejudice to any available administrative or non-judicial remedy, including the right to lodge a complaint with a supervisory authority pursuant to Article 77 GDPR, they shall have the right to an effective judicial remedy if they consider that their rights under this Regulation have been infringed as a result of the processing of their personal data not in compliance with this Regulation.

Pockau- Lengefeld, 25 May 2018



Dr. Pupil

Managing Director

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Appendix A1

Terms and definitions

Term / Abbreviation	Definition / Explanation
GDPR	Regulation (EU) 2016/679 (General Data Protection Regulation) in the current version The EU Data Protection Regulation and the BDSG (new) have been applicable since 25 May 2018.
Personal data	means any information relating to an identified or identifiable natural person (hereinafter "data subject"); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person;
Company	is a natural or legal person engaged in an economic activity, regardless of its legal form, including partnerships or associations regularly engaged in an economic activity
Binding internal data protection regulations	are measures for the protection of personal data with which a controller or processor established in the territory of a Member State undertakes to comply in respect of data transfers or a set of data transfers of personal data to a controller or processor of the same group of undertakings or of the same group of undertakings engaged in a joint economic activity in one or more third countries
Responsible	is a natural or legal person, public authority, agency or other body which alone or jointly with others determines the purposes and means of the processing of personal data; where the purposes and means of such processing are determined by Union or Member State law, the controller or the specific criteria for its designation may be provided for by Union or Member State law.
Processor	is a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller
File system	is defined as any structured collection of personal data accessible according to specific criteria, regardless of whether this collection is maintained centrally, decentrally or according to functional or geographical aspects.
Processing	is defined as any operation or set of operations which is performed upon personal data, whether or not by automatic means, such as collection, recording, organisation, filing, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.
Restriction of processing	is defined as the marking of stored personal data with the aim of restricting their future processing.
Receiver	means a natural or legal person, public authority, agency or other body to whom personal data are disclosed, whether or not a third party. However, public authorities that may receive personal data in the context of a specific investigation mandate under Union or Member State law shall not be considered as recipients and the processing of such data by those authorities shall be carried out in accordance with the applicable data protection rules in accordance with the purposes of the processing
Third	is a natural or legal person, public authority, agency or other body, other than the data subject, the controller, the processor and the persons authorised to process the personal data under the direct responsibility of the controller or the processor.

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Consent	of the data subject is defined as any freely given specific, informed and unambiguous indication of his or her wishes in the form of a statement or other unambiguous affirmative act by which the data subject signifies his or her agreement to personal data relating to him or her being processed.
Profiling	is defined as any automated processing of personal data which consists in using such personal data to evaluate certain personal aspects relating to a natural person, in particular to analyse or predict aspects relating to that natural person's performance at work, economic situation, health, personal preferences, interests, reliability, behaviour, location or change of location.
Pseudonymisation	is the processing of personal data in such a way that the personal data can no longer be attributed to a specific data subject without the use of additional information, provided that such additional information is kept separately and is subject to technical and organisational measures which ensure that the personal data are not attributed to an identified or identifiable natural person
Violation of the protection of personal data	is a breach of security resulting in the destruction, loss or alteration, whether accidental or unlawful, or unauthorised disclosure of or access to personal data transmitted, stored or otherwise processed.
Genetic data	are personal data relating to the inherited or acquired genetic characteristics of a natural person which provide unique information about the physiology or health of that natural person and which have been obtained, in particular, from the analysis of a biological sample from the natural person concerned.
Biometric data	are personal data on the physical, physiological or behavioural characteristics of a natural person obtained by means of special technical procedures which enable or confirm the unique identification of that natural person, such as facial images or dactyloscopic data.
Health data	is personal data relating to the physical or mental health of a natural person, including the provision of health care services, which reveals information about their state of health.
Relevant and reasoned objection	An 'authoritative and reasoned objection' is defined as an objection as to whether or not there is a breach of this Regulation or whether the intended measure against the controller or processor is in compliance with this Regulation, clearly indicating the scope of the risks posed by the draft decision in relation to the fundamental rights and freedoms of data subjects and, where applicable, the free flow of personal data within the Union