

Privacy information for customers, interested parties, and sales partners.

At **Master Builders Solutions Deutschland GmbH** (hereinafter "MBSD" or "we"), data protection is a top priority. This of course also includes a high degree of transparency. For this reason, we are hereby informing you on how we process the personal data of our contact partners or points of contact (hereinafter "**our Contact Partners**") when dealing with our customers, interested parties and sales partners.

It goes without saying that we only process personal data in accordance with the applicable legal provisions on the protection of personal data and data security.

Who is responsible for data processing and who is our Data Protection Officer?

The party responsible for data processing is:

Master Builders Solutions Deutschland GmbH

Dr.-Albert-Frank-Straße 32
88308 Trostberg
Tel.: +49 8621 86 16
Fax: +49 8621 86 2995

You can contact our **Data Protection Officer** using the above postal address or via e-mail at dataprotection@masterbuilders.com

What categories of data do we process and where does it come from?

The categories of personal data processed include:

- Contact information (first and last name, address, telephone number, mobile number, fax number and e-mail address)
- Other information necessary to execute our contractual relationship or a project with our customers or sales partners (such as payment data, order data, etc.)

We collect the personal data of our Contact Partners directly from them or from our customers or sales partners in connection with our contractual relationship.

We also process personal data that we have lawfully obtained from publicly accessible sources (e.g., professional networks).

Why and according to which legal basis is the data processed?

We process your personal data in compliance with the provisions of the EU General Data Protection Regulation (“GDPR”), the Federal Data Protection Act (Bundesdatenschutzgesetz) and all other relevant laws.

The data processing serves the following purposes:

- Communicating with our Contact Partners regarding products, services, and projects (sending information and newsletters on a regular basis)
- Responding to inquiries from our Contact Partners, interested parties, customers or sales partners
- Planning, carrying out and managing the (contractual) business relationship between ourselves and our customers, distribution partners or our Contact Partners, e.g. to process orders, for accounting purposes, to carry out and process deliveries
- Carrying out customer surveys, marketing campaigns, market analyses, raffles, competitions or similar campaigns and events
- Maintaining and protecting the security of our products and services and our websites, preventing and detecting security risks, fraud or other criminal or malicious acts
- Maintaining the security and safety of our premises (issuing daily passes to access the premises, access control)
- Complying with legal requirements (e.g., tax and commercial retention requirements to prevent white-collar crime or money laundering)
- Settling legal disputes, enforcing existing contracts and asserting, exercising, and defending legal claims

It is necessary to process the above categories of personal data to achieve these purposes.

Unless expressly stated otherwise, Art. 6 para. 1) sections b) and f) GDPR and, in the event of the express consent of our Contact Partners, Art. 6 para. 1) section a) GDPR, form the legal basis for any data processing.

If we would like to process the personal data of our Contact Partners for a purpose not mentioned above, we will inform them of this in advance.

Who is the personal data passed on to?

The only persons and bodies within our company who have access to the personal data of our Contact Partners are those who need it to fulfil the purposes mentioned above.

MBSD is a company of the Master Builders Solutions Group. Your data will be transferred to certain companies within the Master Builders Solutions Group if they perform data processing tasks centrally for the companies affiliated with the Group or if this is necessary to fulfill the purposes mentioned above.

We may disclose personal information to courts, regulatory authorities or law firms as permitted and required to comply with applicable laws or to assert, exercise or defend any legal claims.

We also cooperate with service providers. These service providers shall carry out their activities only as instructed by us and are contractually bound to comply with all applicable data protection requirements.

Recipients of our Contact Partners' personal data may be located in countries outside the European Economic Area ("third countries") where the applicable law does not provide the same level of data protection as within the European Union. In such cases, we will take appropriate measures to ensure adequate safeguards to protect the personal data of our Contact Partners.

We will therefore only transfer the personal data of our Contact Partners to external recipients in third countries if they have concluded standard EU contractual clauses with us or have implemented binding internal data protection regulations (Binding Corporate Rules).

Further information and details on the measures implemented can be obtained from the Data Protection Officer specified above.

How long is personal data stored?

Insofar as no explicit retention period is specified during collection (e.g., in a declaration of consent), the personal data of our Contact Partners will be deleted provided it is no longer required to fulfill the aforementioned purposes, except where legal retention obligations (e.g., commercial and tax retention obligations) prevent it from being deleted. Moreover, personal data may be kept for the time during which claims can be made against us (statutory limitation period of three or up to thirty years).

Which data protection rights can be exercised?

Our Contact Partners can request information on their personal data that has been stored via the address specified above. Under certain circumstances, they can also request that their data be corrected or deleted. They may also have the right to restrict the processing of their data as well as the right to have the data provided by them released in a structured, accessible, and electronic format.

Withdrawal of consent and right of objection

If personal data is processed with the consent of the user, our Contact Partners have the right to withdraw their consent at any time without giving reasons. Withdrawals must be addressed to our Data Protection Officer specified above and do not affect the lawfulness of the processing carried out prior to the withdrawal.

If we process the data of our Contact Partners to protect legitimate interests, our Contact Partners may object to such processing for personal reasons. Should you withdraw your consent, we will no longer process your personal data unless we can prove that there are compelling reasons to process your data that are worthy of protection and that outweigh the interests, rights, and freedoms of our Contact Partners, or unless the processing serves to assert, exercise or defend legal claims.

Where can you lodge a complaint?

Our Contact Partners can address any complaints to the Data Protection Officer specified above or to a data protection supervisory authority. Should our Contact Partners believe that the processing of their personal data violates the GDPR, they have the right to complain to a supervisory authority, in particular in the member state where they reside, or where a suspected infringement has occurred, irrespective of any other administrative or judicial remedy.

The supervisory authority with 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 in accordance with Art. 78 of the GDPR.

You can lodge your complaint with our Data Protection Officer specified above or with our designated supervisory authority:

Bayerisches Landesamt für Datenschutzaufsicht (BayLDA)
Promenade 18
91522 Ansbach