

## NORDENIA Data Protection Declaration

Thank you for visiting our web pages and for your interest in NORDENIA. We take the protection of your personal data very seriously and act in accordance with the regulations on the protection of personal data set out in the German Data Protection Act and other legal provisions.

### Collection of Personal Data

Personal data is information about the personal or material circumstances of an identified or identifiable natural person. Each time a user accesses one of our web pages and each time a file is retrieved, data about this process is saved in a log file. As a rule, it is not possible to use this data (for example IP address, date, time and pages activated) for the purpose of identification, and therefore we do not consider it to be personal data. This data can only be analyzed in anonymous form for statistical purposes.

### Processing of Personal Data

We only collect, process, or use your personal data in our web pages when you send us an inquiry via e-mail containing the data necessary for the processing of your request. You are in a position to decide which data you send to us, if any.

### Use and Disclosure of Personal Data and Purpose Limitation

When you send us an e-mail, personal data is always conveyed. For this reason, we take the necessary precautions in order to adequately protect this data and then process it exclusively for the purpose of fulfilling the agreement and of safeguarding our own legitimate business interests (in accordance with Section 28 German Data Protection Act). Applications which you send to us using the contact form are not encrypted during transmission. We therefore recommend that e-mail attachments containing sensitive data be protected with a password, and that this password be communicated to us via a different medium (phone, fax). All systems in which your data is stored are protected with a password and only accessible to certain persons. Our employees are obligated to observe data secrecy (under Section 5 German Data Protection Act). We do not pass on our customers' personal data to unauthorized third parties.

### Links to Other Websites

When we use links on our web pages to refer to other websites, it is the operator of the foreign website or web page who is responsible for data protection provisions in this case.

## Security

We take technical and organizational measures to guarantee the security of your personal data. Your data is protected against loss, destruction, falsification, manipulation, and unauthorized access. If you would like to send us confidential data and would prefer to do this using a secure communication channel, do not send us the information via e-mail, as we have no influence over the security of e-mails during transmission.

## Questions, Comments, and Further Information

Upon request we will inform you in writing, in accordance with the applicable law, whether and which personal data we have stored concerning you.

Beyond this, you have the right to demand that your data be adjusted, blocked, or deleted. Therefore or in case of questions please contact us under [datenschutz@nordenia.com](mailto:datenschutz@nordenia.com).