

DATA PROTECTION NOTIFICATION FOR SUPPLIERS OF PAPIERHOLZ AUSTRIA GMBH INFORMATION IN ACCORDANCE WITH ARTICLE 13 AND ARTICLE 14 GDPR

1. COMMITMENT

Papierholz Austria GmbH (hereinafter referred to in abbreviated form as "Papierholz") as the data processing controller takes the protection of personal data seriously. Therefore when using personal data, we comply with all of the regulations of the EU General Data Protection Act (GDPR) and the Data Protection Adjustment Act (DSG) and endeavour to provide the best possible transparency.

We process the personal data in accordance with the principles of lawfulness, good faith, transparency, correctness, purposefulness, data minimisation and limiting the duration of the saving.

2. PURPOSE AND LAWFULNESS

We process personal data in the course of our service provision and fulfilment of orders. During this process, the following legal provisions are applicable:

2.1. Fulfilment of contractual obligations in accordance with Article 6 Paragraph 1 Letter b) GDPR

The processing of personal data is necessary in order to provide our contractual services in the area of wood purchasing, sales and billing.

In particular, the purposes of the data processing are:

- establishing, administering and performing the business relationship
- strengthening the existing business relationship and
- handling complaints.

Should you not wish to provide us with the data, it is not possible to conclude the contract or perform the order. In such circumstances, an existing contract can no longer be continued and may need to be terminated.

2.2. Fulfilment of legal obligations in accordance with Article 6 Paragraph 1 Letter c) GDPR

Legal obligations may also require us to process personal data. At our company, such obligations arise from the Employee Protection Act (ASchG) in particular, which requires us to instruct persons at our factory premises of the safety precautions. You will receive the concrete information in this respect from the respective controller in the course of the data gathering.

2.3. Consent in accordance with Article 6 Paragraph 1 Letter a) GDPR

Should processing of personal data go beyond contractual or legal obligations, we obtain the consent of the business partners.

In case of consent, the processing of the data takes place exclusively for the named purpose.

Consent which has been issued can be revoked at any time. The revocation of the consent does not affect the lawfulness of the processing of your personal data which took place prior to the revocation. The revocation can be issued both orally and in writing by email to datenschutz.pha@papierholz-austria.at

2.4. Safeguarding of legitimate interests in accordance with Article 6 Paragraph 1 Letter f) GDPR

For the purpose of obtaining a certification, we only pass personal data on to the certifying body in the case in question and following a concrete request. This disclosure of data takes place on the legal basis of our overriding legitimate interest in accordance with Article 6 Paragraph 1 Letter f) GDPR. Should your protective needs be stronger than our legitimate interest, you can raise an objection to the processing. As is the case with us, the certification body is subject to the GDPR and must ensure that the data is processed in a manner which conforms to the GDPR.

In so far as quality checks are carried out by our customers in the context of onward sales, it may be necessary for us to disclose data to the latter about the supplier.

3. PERSONAL DATA

The following categories of personal data are processed by us:

- Name, address, bank details, VAT number, contact information (telephone number, fax number, email addresses, homepage), contact persons, statistical data (German state, sellers group), certification, land number, vehicle registration.

4. ORIGIN

As a rule, we gather the personal data from you directly. However, it is also possible for us to obtain data from public registers (land register, register of companies) or other information sources which are publicly accessible (telephone directory, website of the company).

5. RECIPIENTS

The recipients of the personal data are our employees who require this in order to fulfil the contractual or statutory obligations, as well as in order to safeguard legitimate interests.

Depending on the purpose of the processing, we pass data on to order processors engaged by us (in particular IT service provider), should this be necessary to fulfil the respective task. When selecting our order processors, we ensure that the provisions under data protection laws are complied with and have concluded agreements with the order processors which ensure that the personal data is processed confidentially and carefully.

The data which is gathered is not sold or passed on to external third parties without good reason. In relation to the justified disclosure of personal data, we refer to Point 2.4

Should the personal data not be gathered from the data subject, we pass the information concerning the origin of the personal data on to the data subject.

6. LIMITING THE DURATION OF THE DATA SAVING

The personal data is saved for the period of the business relationship and beyond this in accordance with the statutory retention periods. In this respect, we are subject to retention obligations under the following laws:

- Corporate Code (UGB)
- Federal Tax Code (BAO)
- General Civil Code (ABGB)

7. DATA SECURITY

Data security is important to us. We have taken all necessary technical and organisational measures in order to ensure the security of the data processing and to ensure that personal data is processed in such a way that it is protected against unauthorised third party access. Our IT infrastructure complies with the up-to-date security requirements and is regularly monitored.

8. SAFEGUARDING THE RIGHTS OF DATA SUBJECTS

Business partners have the right to receive information concerning the personal data being processed, to have it corrected or deleted and to have the processing restricted, unless statutory or contractual provisions prevent these rights.

Should you have any queries relating to the processing of your personal data, should you wish to object to the processing of your data, wish to revoke consent which has been issued or should you be of the opinion that your rights under data protection laws have been

infringed, please get in touch with our data protection officer:

Papierholz Austria GmbH

Head office

Frantschach 5

9413 St. Gertraud

datenschutz.pha@papierholz-austria.at

In addition, you have the right to complain to the supervisory authority: Austrian Data Protection Authority, Wickenburggasse 8-10, 1080 Vienna, email: dsb@dsb.gv.at.