

Home / Data privacy statement

We appreciate your interest in our website and our company. Where we provide links to other websites, we do so for information purposes only. We are not responsible for the content or accessibility of any other websites or pages linking to or from our website. The protection of personal data in the collection, processing and use during your visit to our website is an important concern. Your data is protected in accordance with legal requirements. Below is information on what data is collected during your visit to our website and how it is used:

Every access to our homepage and each download of a file on our website are logged. The storage serves internal system-related and statistical purposes. Recorded: name of the file, date and time of access, data volume transferred, notification of successful download, web browser and requesting domain. Additionally, the IP addresses of the computers are logged. In some cases, cookies are created on your PC. These are small files that allow us to control technical processes, for example. Generally, we use cookies for technical purposes, personal data are thus not collected, processed or used. Additional personal data is only collected if you provide this information voluntarily, eg as part of an inquiry or registration. Then you are in front of the collection of the data explicitly in the appropriate places.

Insofar as you have provided us with personal data, we use it only to respond to your inquiries, to process contracts concluded with you and for technical administration. Your personal information will be divulged to third parties or otherwise transferred only if it serves the purpose of the contract - for example, the transfer of order data to suppliers - is necessary for billing purposes is required or you have previously agreed. You have the right to revoke your consent with future effect at any time. To send an e-mail to <a href="info(at)hilgendorf.net">info(at)hilgendorf.net</a> or contact by mail to the address below. The deletion of stored personal data, if you withdraw your consent to storage, if their knowledge to fulfill the purpose of the regulation is no longer necessary or if their storage is inadmissible for other legal reasons.

Every time a user accesses our web site and every time a file is downloaded, data is temporarily stored in a log file via this process. Stored data is evaluated anonymously and for internal purposes only for the purpose of continuously improving our web content. No personal evaluation is carried out. In particular, a data set containing the following information is stored upon each user access:

- IP address used
- Operating system used
- Browser used

- Access time
- The web sites that you visit when on our site
- The web sites from which you visit our site (where conveyed)
- Data volume transmitted

This website uses the Google AdWords online advertising program and Google AdWords conversion tracking. The conversion tracking cookie is set when a user clicks on a Google-served ad. These cookies lose their validity after 30 days and are not used for personal identification. If the user visits certain pages of this website and the cookie has not expired yet, Google and we can recognize that the user clicked on the ad and was redirected to this page. Each Google AdWords customer receives a different cookie. Cookies can not be tracked through AdWords advertisers' websites. The information gathered using the conversion cookie is used to generate conversion statistics for AdWords advertisers who have opted for conversion tracking. Customers are told the total number of users who clicked on their ad and were redirected to a conversion tracking tag page. However, they do not receive information that personally identifies users. If you do not want to participate in tracking, you can opt-out of this by easily disabling the Google Conversion Tracking cookie through its Internet browser under User Preferences. For more information about Google's privacy policy, visit the following Internet address: <a href="http://www.google.de/policies/privacy/">http://www.google.de/policies/privacy/</a>.

This website uses Matomo, an open source software for statistical analysis of visitor traffic. Matomo uses "cookies", text files that are stored on your computer, to analyze the use of the website. The information generated by the cookie about your use of this website are stored on the provider's server in Germany. The IP address is being anonymized immediately after processing and prior to storage. You may refuse the use of cookies by selecting the appropriate settings on your browser, disable the tracking. We point out, however, that in this case you may not be able to use all features of this website.

## Manage tracking:

Your contact details will only be collected if you use the contact form to send us a notification or an enquiry. Your details will only be collected to the extent required and to fulfil the stated purpose.

Areas of our web site contain links to other web sites. We make reasonable efforts to check these links. The company is not responsible for the content or the assurance of data protection on the sites linked by us.

For reasons of security and for protecting the transfer of confidential content that you send us, this site uses SSL encryption. An encrypted connection is recognizable by the fact that the address line in the browser changes from "http://" to "https://" and by the padlock icon in your browser line.

Third parties are unable to read the data that you send us if SSL encryption is activated.

Upon written request, we will inform you about your stored personal data. Please refer to the following address:

Hilgendorf GmbH + Co. Benzstraße 1 D-31135 Hildesheim Germany

#### **Data deletion**

Where we have stored your personal data, we only process it for the period required and for the reason for storage or where this is a legal requirement.

Where there is no reason for storage or when a storage period expires, personal data is routinely blocked or deleted in accordance with the legal requirements.

#### Non-disclosure of data

Personal data will not be disclosed unless there is a specific legal requirement to do so.

## Rights of the affected party

Any person affected has the right of information pursuant to Art. 15 of the GDPR. Where we process your personal data, you have the right of rectification pursuant to Art. 16 of the GDPR, the right of deletion pursuant to Art. 17 of the GDPR, the right to restrict processing pursuant to Art. 18 of the GDPR, the right to object arising from Art. 21 of the GDPR and the right of data portability arising from Art. 20 of the GDPR. Restrictions pursuant to §§ 34 and 35 of the GDPA apply in the case of the right of information and the right of deletion. There is also a right of appeal to the responsible data protection authorities (Art. 77 of the GDPR combined with § 19 GDPA).

## Legal basis of the processing

Data processed in connection with the use of contact or order forms is for the performance of a contract or pre-contractual measures on the basis of Art. 6 para 1 (b) of the GDPR. Where the company is subject to a legal obligation requiring the processing of personal data, processing is based on Art. 6 para 1 (c) of the GDPR.

Processing may also be based on Art. 6 para 1 (f) of the GDPR, according to which processing is required to protect the legitimate interests of our company or a third party in so far as the interests, basic rights and freedoms of the affected person do not outweigh this.

## Obligation to provide personal data

There is no basic obligation to provide personal data when you visit the web site. Something else may arise as a result of contractual requirements, as personal data is regularly required for the performance of an agreement.

Special circumstances such as legal reforms or technological developments may require an update of this declaration is necessary. We therefore reserve the right to change the policy as required or supplement. The change will be published in this space. You should therefore visit this site regularly to find out about the current status of the Privacy Policy. Security We strive to protect your personal data by taking all technical and organizational possibilities so that they are

not accessible to third parties. When communicating by e-mail the complete data security can not be guaranteed, so we recommend sending confidential information by post.

Hilgendorf GmbH + Co. Datenschutz Benzstraße 1 D-31135 Hildesheim Germany

Phone: +49 (0) 5121 / 28995-0 Fax: +49 (0) 5121 / 28995-40 E-Mail: <u>info(at)hilgendorf.net</u>

# **External data protection officer:**

Klaus-Dieter Franzen Altenwall 6 28195 Bremen

Phone: +49 (0)421 / 3378413 E-Mail: info(at)hb-datenschutz.de

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+49 (0) 5121 / 28995-0

E-Mail

# **Cookie-Settings**

☐ Technically essential ☐ Statistical purposes (anonymised)

We use cookies on our website. Some of them are technically essential, while others enable us to provide you with a better user-experience. You can consent to the use of cookies for statistical purposes by clicking on "Agree and continue" or adjust the settings on your own via the options above. For further information and how you can change your decision at any time, please refer to our <u>data privacy statement</u>.

Agree and continue Accept only essential