

Information according to Art. 13 GDPR on the collection of personal data from customers/suppliers

The following information provides you with an overview of how we process your personal data and your rights under data protection law. The particular data that is processed and how it is used depends largely on the services requested or agreed in the particular case.

1. Controller	ALKU GmbH, Kabel und Metalle Hans-Böckler-Straße 6 93142 Maxhütte-Haidhof Phone +49 9471 60174 0 E-mail info@alku-gmbh.de Internet www.alku-gmbh.de
2. Contact details of the data protection officer	MKM Datenschutz GmbH Äußere Sulzbacher Str. 118 90491 Nuremberg Tel. +49 911 669577-55 E-Mail: datenschutz@alku-gmbh.de
3. Purpose and legal basis of the processing	<p>The processing of personal data (Art. 4 par. 2 GDPR) is carried out for the initiation of a business relationship, the performance of our contractual obligations with you and the processing of your orders as well as all activities required in connection with the operation and administration.</p> <p>The legal basis is Art. 6 para. 1 lit. b GDPR.</p> <p>Furthermore, we process your personal data to comply with legal obligations, such as tax retention obligations. The legal basis is Art. 6 para. 1 lit. c GDPR.</p> <p>We also use your personal data to the extent necessary if we or a third party have a legitimate interest in the processing. The legitimate interest is in connection with:</p> <ul style="list-style-type: none">• ensuring IT support and security• the protection of the legitimate interest of third parties, e.g. to determine creditworthiness or non-payment risks. <p>The legal basis is Art. 6 para. 1 lit. f GDPR.</p> <p>Your data will not be used for any other purposes, in particular not for profiling.</p>

<p>4. Recipients or categories of recipients of the personal data</p>	<p>Within ALKU GmbH, Kabel und Metalle, only those departments receive your data that require it for the performance of our contractual and legal obligations. Processors used by us (Art. 28 GDPR) may also receive data for these purposes. These are mainly companies in the area of IT and legal services.</p> <p>With regard to the transfer of data to recipients outside ALKU GmbH, Kabel und Metalle, it should first be noted that, in accordance with the General Terms and Conditions agreed between you and us, we are obliged to maintain confidentiality about all customer-related facts and assessments of which we become aware. We may only pass on information about you if this is required by law, you have given your consent or we are legally obliged to provide information. Under these conditions, recipients of personal data may be, for example:</p> <ul style="list-style-type: none"> • Credit agencies • Government institutions in the event of a legal or regulatory obligation
<p>5. Duration of the storage of personal data</p>	<p>Insofar as necessary, we process and store your personal data for the duration of our business relationship, which also includes, for example, the initiation and performance of a contract.</p> <p>In addition, we are subject to various storage and documentation obligations, which result, among other regulations, from the German Commercial Code (HGB) and the German Fiscal Code (AO). The retention and documentation periods specified there are up to ten years.</p>
<p>6. Transfer to third countries outside the EU</p>	<p>We do not transfer data to third countries (countries outside the European Economic Area - EEA).</p>
<p>7. Data subject rights</p>	<p>If the legal requirements are met, you have the following rights according to Art. 15 to 20 GDPR:</p> <p>Right of access (Art. 15 GDPR), rectification (Art. 16 GDPR), erasure (Art. 17 GDPR), restriction of processing (Art. 18 GDPR) and data portability (Art. 20 GDPR). To exercise your rights, please contact the controller.</p> <p>In addition, you have the right to object insofar as we rely on a legitimate interest to process the data. We will then no longer process the personal data in the event of a justified objection.</p> <p>If you have provided consent to the processing by means of a corresponding statement, you can withdraw your consent at any time for the future. We will then no longer process your personal data for that purpose.</p> <p>You also have the right to contact the supervisory authority if you are of the opinion that the processing of your personal data is not lawful (Art. 77 GDPR).</p>

8. Is there an obligation for me to provide data?	Within the scope of our business relationship, you only have to provide the personal data that is required for the establishment, implementation and termination of a business relationship or which we are legally obliged to collect. Without this data, we will usually have to refuse the conclusion of the contract or the processing of the order, or we will no longer be able to perform an existing contract and may have to terminate it.
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