

## Data Protection Information

We process your personal data in the context of the initiation and execution of orders. This letter informs you about the processing of your personal data.

### 1. Controller and Data Protection Officer

Sumitomo (SHI) Demag Plastics Machinery Polska Sp. Z o.o. ul. Legionów 136, 42-202 Częstochowa, hereinafter referred to as "**Demag**", is the controller for processing your personal data.

You can reach the controller for processing your personal data: [sdpl.info@shi-g.com](mailto:sdpl.info@shi-g.com).

### 2. Processing of Personal Data

#### a. Processing of your personal data due to the execution of contracts with you

As far as we have concluded a contract with you, we process your personal data for the implementation of the contractual relationship according to Art. 6 Para. 1 lit. b General Data Protection Regulation ("**GDPR**").

The following table shows you for which purpose we process which data categories from you within the framework of the execution of the contractual relationship.

Processing Purpose	Data Category	Relevant Contract
Provision of guest WLAN	Name, contact details, company	Managing customer relationship

#### b. Processing of your personal data on the basis of your consent

If you have given us your consent in accordance with Art. 6 para. 1 lit. a, 7 GDPR, we will collect and process your personal data. You can revoke this consent at any time. Please contact the above address or [sdpl.info@shi-g.com](mailto:sdpl.info@shi-g.com) for further information. Please note that the revocation does not affect the legality of the processing of your personal data prior to the revocation.

The following table shows you for which purpose we process which data categories from you within the framework of the execution of the contractual relationship.

Processing Purpose	Data Category
Contact via online contact form	Name data, contact data, company

### c. Processing of your personal data due to an overriding legitimate interest

We also process data from employees of companies with which we have contracts. In this case we process these data, whereby this is legally based on a predominant legal interest according to art. 6 para. 1 lit. f GDPR.

The following table shows you for which purposes we process which categories of data from you.

<b>Processing Purpose</b>	<b>Data Category</b>	<b>Relevant Contract</b>
Invoicing	Company, Name data, contact details, Bank account	Contracts with customers and suppliers
Accounts receivables master data administration	Company, Name data, contact details, Bank account	Contracts with customers and suppliers
Contact creation and management	Name data, contact data, function	Managing customer relationship
Creation of customer and vendor master data	Name data, contact data	Best possible execution of the order
Order and order processing	Name data, contact data, function	Best possible execution of the order
solicitation of tenders	Name data, contact data, function	Best possible execution of the service contract

Processing Purpose	Data Category	Relevant Contract
Processing of service requests	Name data, contact data, function	Best possible execution of the service contract
Planning Service Deployments	Name data, contact data, function	Best possible execution of the service contract
Implementation of web conferences	Name data, contact data, meeting data	Managing customer relationship
Visitor management	Name data, contact data, position, meeting data	Managing customer relationship
Sending of advertising materials	Name data, contact data	Customer relationship management
Training (machine)	Name data, contact data, meeting data	Best possible execution of the service contracts

### 3. Receivers

We transfer your personal data within the group to our group companies for processing and administration of your personal data. The transmission of your personal data is based on our overwhelming legitimate interest. Our overriding legitimate interest is the centralization of corporate tasks and the continuation and strengthening of customer relationships.

An overview of the group companies can be obtained on request at [sdpl.info@shi-g.com](mailto:sdpl.info@shi-g.com).

The GDPR requires that a transfer of personal data to a third country may be carried out, amongst others, if the EU Commission has decided that this third country offers an adequate level of protection (adequacy decision).

We transmit your personal data to our sales representatives for the purpose of maintaining customer relations. The transmission of your personal data is based on our overwhelming legitimate interest. Our overriding legitimate interest is in the implementation, continuation and strengthening of customer relationships.

An overview of our sales representatives can be obtained on request at [sdpl.info@shi-g.com](mailto:sdpl.info@shi-g.com).

If we transfer your personal data to our service providers in the USA, we have included EU standard contract clauses in the order processing agreement with these service providers.

In addition, we may transfer your personal data to our IT service providers. The transmission of your personal data is based on an order processing agreement according to which your personal data may only be processed by our service provider according to our instructions (e.g. e-mail dispatch, IT support).

An overview of our service providers can be obtained on request at [sdpl.info@shi-g.com](mailto:sdpl.info@shi-g.com).

#### **4. Storage Period and Deletion of Personal Data**

Your personal data, which are necessary for the execution of the contractual relationship, will be deleted after the termination of the contractual relationship, unless there are any legal obligations for the further storage of your personal data.

Your personal data, which we process on the basis of our legitimate interest, will be deleted at short notice as far as technically possible if you have objected to the processing or if our legitimate interest in the processing of your data no longer exists and neither your interests worthy of protection nor the interests of us or third parties worthy of protection stand in the way of the deletion. Interests worthy of protection are, for example, the assertion or defense of legal claims, the fulfilment of legal obligations.

Your personal data processed on the basis of your consent will be deleted immediately after you revoke your consent to this data processing, unless there is a legal obligation to store your personal data.

## 5. Your Rights

If personal data concerning you is processed by us, you can contact us either in writing Sumitomo (SHI) Demag Plastics Machinery Polska Sp. z o.o. ul. Legionów 136 42-202 Częstochowa or by email ([sdpl.info@shi-g.com](mailto:sdpl.info@shi-g.com)) in order to exercise the following rights:

- a. You have the right, in accordance with the relevant legal provisions, to request **information on the** processing of personal data relating to you. You have the right to obtain a copy of the personal data which are the subject of the processing.
- b. You have the right to demand the immediate **correction of** incorrect or incomplete personal data relating to your person in accordance with the relevant statutory provisions.
- c. You have the right to demand the immediate **deletion of** your personal data, provided that there are no legal obligations, such as legal retention periods or our overriding interest opposing the deletion.
- d. You have the right to demand the **restriction of** the processing of your personal data in accordance with the respective legal provisions.
- e. If we have obtained a separate consent for the processing of your data, you have the right to **revoke** this consent at any time for the **future**. However, any processing carried out until your revocation on the basis of your consent remains legal even then.
- f. You have the right to receive the personal data concerning your person which you have provided to us on the basis of your consent pursuant to Art. 6 Para. 1 lit. a GDPR and which are processed in an automated procedure, in a **structured, common and machine-readable format** and to forward them to third parties. This right shall not apply where the transmission would adversely affect the rights and freedoms of others. You also have the right to request that your personal data, if technically feasible, be transferred by us to third parties.
- g. If we process your personal data on the basis of our legitimate interest or public interest pursuant to Art. 6 Para. 1 lit. f GDPR, you have the right to **object at** any time to the processing of your personal data which is based on our legitimate interests or public interests for reasons arising from your particular situation. If you object, we will no longer process your personal data unless we can prove compelling reasons worthy of protection which outweigh your interests, rights and freedoms or the processing serves the assertion, exercise or defense of legal claims. The opposition can be made without any formal requirements.
- h. Finally, you have the right to lodge a **complaint** with any supervisory authority, in particular in the EU Member State of your place of residence, workplace or place of suspected infringement, if you consider that the processing of the data concerning you is contrary to the law. Further administrative or judicial remedies that you may be entitled to remain unaffected by this.