

## DECLARATION OF DATAPROTECTION

### ECKHARD SCHÖLZEL & PARTNER GBR

This Privacy Statement tells you how, for what purpose and to what extent we collect, store and use personal information.

The declaration is prepared to the best of our knowledge and belief. **We represent all our Services ready to to support decent working life. This includes protection for your Individual personality and as a right to self-determination as well as your right on unobserved use of knowledge-oriented sites in the Internet. Therefore, we do without survey and analysis of data, that could be raised by us almost behind the backs of our guests and clients.**

We explain in the following how we generally use personal data of our customers, clients and bypassing interested parties whether electronically or non-electronically. We then explain how we use the Internet or protect our customers, clients and prospects.

We comply with the legal requirements of the Federal Republic of Germany in every time your personal data is collected and used. Definitions of the terms used (e.g. "personal data" or "processing") can be found in Article 4 of the GDPR.

#### Inventory data/customer data

Die Use of our website does not require that you enter any personal information, unless you use a contact form. Getting in business and cooperative contact with us, get a contractor with us or enter into business relationship, we shall save your Information electronically. This also applies if existing contracts are amended.

We collect and use this personal data only to the extent of expressed interest, necessity for the individual operations belonging to contract, the change of treaty or the implementation of a commissioned project is necessary.

The personal data will not be passed on to third parties without your explicit consent. At most, we pass on the data to authorities, if we are obliged to do so by means of legal regulations of FRG, EU.

#### Unauthorized access to data by third parties

Each Storing data In Electronic storage systems includes the risk that an unauthorized person gets access to your data or information, example given: the content of E-Mails.

Our systems are secured by:

- Access control [No unauthorized access to data processing equipment]
  - Key/controlled key allocation
- Access control [No unauthorized system use]
  - Access control to all Applications via authentication with secure password
  - Definite of password-quality (including special characters, minimum length, regularlySky change of password)
- Access Control [No unauthorized reading, copying, modification or removal within the system]
- We send our e-mails encrypted (SSL/TLS).
- Personal test results and other confidential documents in paper form are sent "Personal, Confidential," if necessary, by enrollment.

Our IT hardware is protected from external access in Physical Room and via the Internet by professional protection software from ESET. ESET's privacy policy:

<https://www.eset.com/de/datenschutzerklarung/>

All electronically stored data and documents that we generate from, with and for our customers are secured multiple times by the daily creation of encrypted backups in our own business premises. To this end, we use software from Acronis.

### **Privacy policy for the creation of a TMS-Profile (TMS - Team Management Systems Development International™)**

Team Management Services GmbH, Ernst-Ludwig-Ring 2, 61231 Bad Nauheim, supports the management consultant (accredited trainee trainer/in) in the implementation Training and coaching, which include the creation of team management profiles of Margerison-McCann ("Tms"). Team Management Profiles are written feedback carried out electronically or handwritten on a questionnaire.

The Team Management Services Inc. Explains their obligations on data protection here:

<https://team.energy/meta/datenschutz/>

We ourselves protect the Personal Data Our clients (Person and Results A Questionnaire (Tms, Vmi) In addition to the general provisions on Special way that We will provide you with personal advice Advance Send.

### **ZOOM Privacy Policy for the Use of Web-based Services for Audio-/videoconferencing**

We use the services of ZOOM remotely for the provision of our services (coaching, seminars, training). ZOOM respects the legal requirements of the European General Regulation on Data Protection.

<https://support.zoom.us/hc/en-us/articles/360000126326-Official-Statement-EU-GDPR-Compliance>

Zooms Privacy Statement includes personal information of our clients when they use ZOOM services with us. <https://zoom.us/privacy>

As a matter of principle, we do not store communication with our interlocutors, clients or customers. In exceptional cases, we will obtain explicit permission at the beginning and end of the meeting in question directly in the recording.

### **Microsoft Privacy Policy for Using Microsoft Software and Data Storage in Microsoft OneDrive**

We use Microsoft software and storage that is monitored and maintained over the Internet or organized in the OneDrive cloud. Microsoft insures the protection of its customers ' data in its own statement: <https://privacy.microsoft.com/de-DE/privacystatement>

In addition, Microsoft explains how the company treats data storage in the cloud: <https://www.microsoft.com/en-us/trustcenter>. We comply with all the safeguards recommended by Microsoft.

## Our website

... will be deployed from the provider 1und1 IONOS SE. This is itself subject to European law and publishes its data here Protection Hekklärung: <https://mein.ionos.de/privacy-overview>

## Access data from the website

The Websites provider elevates due to our legitimate interest (see Article 6 (1) LitGDPR) Data about access to the website and store it as "server log files" on the site's server. The following data is logged as follows:

- Website visited
- Time at time of access
- Amount of data sent in byte
- Source/Note from which you reached the site
- Browser used
- Operating system used
- IP address used

The server log files are stored for a maximum of 7 days and then deleted. The data is stored for security reasons, in order to be able to clear up cases of abuse, for example. If data has to be set aside for evidence reasons, it is exempt from the deletion until the incident is finally resolved.

## Dealing with comments and posts

If you leave a post or comment on this website, your IP address will be saved. This is because of our legitimate interests within the meaning of Article 6 (1). Lit. f. GDPR and serves the security of us as a website operator: If your comment violates applicable law, we can be prosecuted for why we have an interest in the identity of the comment or contribution author.

## Networking

Our website Continuously evolving. In the future, services of well-known Internet service providers can be integrated, the data protection regulations of which we will make available here in the given case.

## Privacy Statement for the Use of YouTube

This Website used Links to videos that can be accessed directly on YouTube. YouTube does not have its own privacy policy because YouTube belongs to Google. So Google's privacy policies apply, as are, incidentally, to all Google services.

Your activities on the YouTube platform are important for simply watching the videos referenced by us. This is how YouTube/Google records what you are looking for and what videos you are watching. Cookies can also be used to uniquely identify the device and assign the activities to the Google account.

## **Brands**

If inside this Website Brand-Signs or Logos are shown, the terms and rights of particular Brand-owner are applicable.

## **Usage of discoverable Contact-Data**

The Usage of discoverable Contact-data from Impress or elsewhere by commercial advertisement is not welcome unless the owner previously had granted his written acceptance or there is already a business relationship. The Owner and all on these Websites exposed names and persons disagree explicitly with commercial use of their data.

## **Your rights**

Sie can request us at any time for free information about what data about you or a pseudonym you use is stored with us And What they are used for.

You have das right to correct, delete Or Restriction of processing Your data. If your request does not conflict with a legal obligation to retain data (e.g. data retention), you are entitled to delete your data.

Data stored by us should it no longer be necessary for its purpose and there are no legal retention periods will be deleted. If a deletion cannot be carried out because the data is required for permissible legal purposes, data processing is restricted. In this case, the data will be blocked and will not be processed for any other purpose.

If you have any requests or questions about data protection in this regard, please contact us via the address mentioned in the footer or in the imprint of the website.

## **Applicable Law**

The data protection for which we are responsible applies exclusively to the right of the Federal Republic of Germany.

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