

## Privacy Policy

The protection of your personal data is a particular concern to us. We therefore process your data exclusively on the basis of the legal data protection regulations (DSGVO, BDSG-neu). In this data protection information we inform you about the most important aspects of data processing within the framework of our contractual relationship.

### Data processing

We would like to point out that your personal data will be stored and used by us for the purpose of the execution of the contractual relationship.

The data provided by you (e. g. surname, first name, address, telephone number, bank details) is necessary for the execution of the contractual relationship or for the execution of pre-contractual measures. Without this data, we cannot conclude the contract with you, cannot execute the contract and cannot fulfill our contractual obligations (e. g. payments, invoicing).

Should we wish to process your personal data for a purpose not mentioned above, we will inform you of this beforehand within the framework of the statutory provisions.

The data collected will continue to be stored electronically in the Mercer Int. data processing system. Access to the data is therefore also possible for authorized employees of Mercer Int. companies within the group.

In addition, we make use of external service providers to whom your personal data is made available to fulfill some of our contractual obligations. In addition, we may transfer your personal data to other recipients, such as authorities for the fulfillment of statutory notification obligations (e. g. tax authorities).

After termination of the contractual relationship, the data deposited with us will continue to be stored in accordance with the legally prescribed retention periods. Storage obligations arise from the German Commercial Code, the Tax Code and the Money Laundering Act, among others. The storage periods are thereafter up to ten years after termination of the contract.

### Legal basis

Data processing is carried out on the basis of the legal provisions of Art. 6 Para. 1 lit b) (necessary for fulfillment of the contract) of the DSGVO and, if consent has been given, on the basis of Art. 6 Para. 1 lit a) (consent). In addition, we process your personal data to fulfill legal obligations, such as commercial and tax retention obligations. The legal basis for the processing in this case is the respective statutory provisions in conjunction with Art. 6 Para. 1 lit. c) DS-GVO.

### Your rights

The data subject shall have the right to obtain from the data controller confirmation as to whether personal data concerning him or her are being processed; if so, he or she shall have the right to obtain access to such personal data and to the information specified in Art. 15 DSGVO.

The data subject has the right to ask the data controller immediately to rectify any inaccurate personal data concerning him or her and, if necessary, to complete any incomplete personal data (Art. 16 DSGVO).

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The data subject has the right to demand that the data controller delete the personal data concerning him immediately if one of the reasons specified in Art. 17 DSGVO applies, e. g. if the data is no longer required for the purposes pursued (right to deletion).

The data subject has the right to require the controller to restrict the processing if one of the conditions listed in Art. 18 DSGVO is met, e.g. if the data subject has objected to the processing for the duration of the controller's examination.

The data subject shall have the right to object at any time to the processing of personal data concerning him on grounds relating to his particular situation. The controller will then no longer process the personal data unless he can prove compelling legitimate reasons for the processing outweighing the interests, rights and freedoms of the data subject, or the processing serves to assert, exercise or defend legal claims (Art. 21 DSGVO).

Where consent has been given to the processing of personal data, the data subject has the right to withdraw consent at any time. The revocation of consent does not affect the lawfulness of the processing carried out on the basis of the consent until revoked (Art. 7 para. 3 DSGVO). ).

Without prejudice to any other administrative or judicial remedy, any data subject shall have the right to appeal to a supervisory authority if he or she considers that the processing of his or her personal data is contrary to the DSGVO (Art. 77 DSGVO). The data subject may assert this right with a supervisory authority in the Member State of his/her place of residence, workplace or place of presumed infringement. In Thuringia, the responsible supervisory authority is the Thuringian State Commissioner for Data Protection and Freedom of Information.

You can reach us (responsible) under the following contact data:

Mercer Rosenthal GmbH  
Hauptstraße 16, 07366 Rosenthal am Rennsteig, Germany

Telephone number: 036642 8-0

You can reach our data protection officer Julia Schneider as follows:  
Julia.Schneider@mercerint.com

Status: April 2023

