

# Data protection information for visitors to our website



## 1. Data protection at a glance

### General information

The following information provides a concise overview of what happens to your personal data when you visit this website. The term “personal data” comprises all data that can be used to identify you personally. For detailed information on the topic of data protection, please refer to our Privacy Policy under this text.

### Data recording on this website

#### Who is responsible for recording data on this website?

The data on this website is processed by the website operator. Their contact data is available in the section entitled “Information on the controller” of this Privacy Policy.

#### How do we record your data?

On the one hand, your data is collected when you provide it to us. For example, this could be data that you enter into a contact form. Other data is recorded automatically by our IT systems or after you give your consent when you visit the website. It is mainly technical data (e.g. Internet browser, operating system or the time when you called up the website). This data is recorded automatically as soon as you enter this website.

#### What do we use your data for?

Some of the data is collected to ensure that we can provide the website without any errors. Other data may be used to analyze your user behavior.

#### What rights do you have regarding your own data?

You have the right to receive information free of charge at any time about the origin, recipient and purpose of your stored personal data. You also have the right to demand the rectification or erasure of this data. If you have given your consent to data processing, you may revoke this consent at any time, with future effect. Furthermore, you have the right, under certain conditions, to demand that restrictions be placed on the processing of your personal data. You also have the right to lodge a complaint with the responsible supervisory authority. If you have further questions about this or data protection, please do not hesitate to contact us at any time.

### Analysis tools and tools of third-party suppliers

Your surfing behavior may be analyzed statistically when you visit this website. This is mainly done with analysis programs. For detailed information about these analysis programmes, please refer to our Privacy Policy below.

## **2. Hosting and content delivery networks (CDN)**

### **External hosting**

This website is hosted by an external service provider (host). The personal data that is recorded on this website is stored on the host's servers. It may include, among others, IP addresses, contact requests, meta and communication data, contract data, contact information, names, website accesses and other data generated via a website. The host is used for the purpose of performing the contract with our potential and existing customers (Art. 6 para. 1 letter b GDPR) and in the interest of secure, fast and efficient provision of our online services by a professional provider (Art. 6 para. 1 letter f GDPR). Our host will only process your data to the extent necessary to fulfill its performance obligations and to follow our instructions with respect to such data.

We use the following host:  
Mittwald CM Service GmbH & Co. KG  
Königsberger Straße 4–6  
32339 Espelkamp, Germany

### **Conclusion of a contract on order processing**

We have concluded a contract on order processing with our host in order to guarantee processing in compliance with the data processing regulations.

## **3. General information and mandatory information**

### **Data protection**

The operators of these pages take the protection of your personal data very seriously. We treat your personal data confidentially and in accordance with the statutory data protection regulations as well as this Privacy Policy. If you use this website, a variety of personal data is collected. Personal data comprises data that can be used to identify you personally. This Privacy Policy explains what data we collect and what we use it for. It also explains how we do this and for what purpose. Please note that data transmission over the Internet (e.g. when communicating by e-mail) can be subject to security breaches. It is not possible to completely protect your data from being accessed by third parties.

### **Information on the controller**

The controller for data processing on this website is:

Linn Präzision Service & Logistik GmbH  
Zum Erlhof 5  
58809 Neuenrade, Germany  
Telephone: +49 (0) 2394 9187–0  
E-mail: [info@linn-precision.de](mailto:info@linn-precision.de)

The controller is the natural person or legal entity that single-handedly or jointly with others decides on the purposes and means by which personal data (e.g. names, e-mail addresses, or the like) is processed.

### **Storage duration**

Unless a more specific storage period is mentioned in this Privacy Policy, your personal data will remain with us until the purpose for the data processing no longer applies. If you assert a justified request for erasure or revoke your consent to data processing, your data will be erased, unless we have other legally permissible grounds for storing your personal data (e.g. tax or commercial law retention periods). In the latter case, the erasure will take place after these grounds cease to apply.

### **Statutory data protection officer**

We have appointed a data protection officer for our company.

bits + bytes it-solutions GmbH & Co. KG  
Hommesswiese 136  
57258 Freudenberg, Germany

Telephone: 0700 / 20 30 10 30  
E-mail: [datenschutz@bits-bytes.de](mailto:datenschutz@bits-bytes.de)

### **Information on data transfer to the USA and other third-party countries**

We use, among others, tools from companies that are based in the USA or other non-EU countries where data protection cannot be guaranteed. If these tools are active, your personal data may be transferred to these non-EU countries and processed there. Please note that the same level of data protection as in the European Union cannot be guaranteed there. For example, US companies must submit personal data to security authorities without you as the data subject being able to take legal action to combat this. Therefore, we cannot rule out the possibility that your data stored on servers located in the US may be processed, analyzed and saved permanently by US authorities (e.g. intelligence services). We have no control over these processing activities.

### **Revocation of your consent to data processing**

Many data processing transactions are only possible with your express consent. You may revoke any consent that you have already given at any time. The lawfulness of any data processing that occurred prior to your revocation of consent shall remain unaffected.

### **Right to object to the collection of data in special cases as well as to direct advertising (Art. 21 GDPR)**

IF THE DATA IS PROCESSED ON THE BASIS OF ART. 6 PARA. 1 LETTER E OR F GDPR, YOU SHALL HAVE THE RIGHT TO OBJECT TO THE PROCESSING OF YOUR DATA AT ANY TIME BASED ON GROUNDS ARISING FROM YOUR PARTICULAR SITUATION. THIS SHALL ALSO APPLY TO ANY PROFILING BASED ON THESE PROVISIONS. FOR INFORMATION ON THE LEGAL BASIS ON WHICH ANY PROCESSING IS BASED, PLEASE CONSULT THIS PRIVACY POLICY. IF YOU LODGE AN OBJECTION, WE SHALL NO LONGER PROCESS YOUR AFFECTED PERSONAL DATA, UNLESS WE CAN PRESENT COMPELLING LEGITIMATE GROUNDS FOR THE PROCESSING THAT OUTWEIGH YOUR INTERESTS, RIGHTS AND FREEDOMS OR THE PROCESSING IS REQUIRED FOR THE ESTABLISHMENT, EXERCISE OR DEFENSE OF LEGAL CLAIMS (OBJECTION IN ACCORDANCE WITH ART. 21 PARA. 1 GDPR).

IF YOUR PERSONAL DATA IS PROCESSED FOR THE PURPOSES OF DIRECT ADVERTISING, YOU SHALL HAVE THE RIGHT TO OBJECT TO THE PROCESSING OF PERSONAL DATA RELATED TO YOU FOR THE PURPOSES OF SUCH ADVERTISING; THIS SHALL ALSO APPLY FOR PROFILING INsofar AS IT IS AFFILIATED WITH SUCH DIRECT ADVERTISING. IF YOU OBJECT, YOUR PERSONAL DATA SHALL THEN NO LONGER BE USED FOR THE PURPOSE OF DIRECT ADVERTISING (OBJECTION IN ACCORDANCE WITH ART. 21 PARA. 2 GDPR).

### **Right to lodge a complaint with the responsible supervisory authority**

In the case of infringements against the GDPR, the data subject shall have the right to lodge a complaint with a supervisory authority, in particular in the member state of their usual place of residence, their workplace or the place where the alleged infringement took place. The right to lodge a complaint shall remain unaffected by other administrative or legal remedies.

### **Right to data portability**

You shall have the right to issue the data that we automatically process on the basis of your consent or in fulfilling a contract to yourself or to a third party in a commonly used, machine-readable format. If you request the direct transmission of the data to another controller, this shall only take place insofar as it is technically feasible.

### **SSL and/or TLS encryption**

This website uses an SSL or a TLS encryption program for security reasons and to protect the transmission of confidential content such as purchase orders or inquiries to us as the website operator. You can recognize an encrypted connection by checking whether the address line of the browser switches from “http://” to “https://” and also by the appearance of a lock icon in your browser line. If the SSL or TLS encryption is activated, the data that you transmit to us cannot be read by third parties.

### **Information, erasure and rectification**

Within the scope of the applicable statutory provisions, you shall have the right to request information about your archived personal data, its origin and recipients as well as the purpose of the data processing and if necessary a right to rectification or erasure of said data. If you have questions about this or on the topic of personal data, please do not hesitate to contact us at any time.

### **Right to restrict processing**

You shall have the right to demand the imposition of restrictions as regards the processing of your personal data. You may contact us in this regard at any time. The right to restriction of processing shall exist in the following cases: If you dispute the accuracy of your personal data stored with us, we usually need some time to verify this claim. During the investigation, you shall have the right to demand that we restrict the processing of your personal data. If the processing of your personal data was/is being conducted in an unlawful manner, you shall be able demand the imposition of restrictions as regards the processing of your personal data instead of demanding the erasure of this data. If we do not need your personal data any longer, but you need it to exercise, defend yourself against or establish legal claims, you shall have the right to demand the imposition of restrictions on the processing of your personal data instead of its erasure. If you have raised an objection in accordance with Art. 21 para.

1 GDPR, both your rights and ours must be weighed up against each other. As long as it has not been determined whose interests prevail, you shall have the right to demand the imposition of restrictions as regards the processing of your personal data. If you have restricted the processing of your personal data, this data – with the exception of its archiving – may be processed only with your consent or for the establishment, exercise or defense of legal claims or to protect the rights of other natural persons or legal entities or for important public interest reasons cited by the European Union or a member state of the EU.

### **Objection to unsolicited commercial e-mails**

We herewith object to the use of contact information published in conjunction with the mandatory information to be provided in our Legal notice to send us advertising and information material that we have not expressly requested. The operators of this website and its pages reserve the express right to take legal action in the event of the unsolicited sending of advertising material, for instance via spam e-mails.

## **4. Data recording on this website**

### **Cookies**

Our websites and pages use cookies. Cookies are small text files and do not cause any damage to your device. They are either stored temporarily for the duration of a session (session cookies) or they are permanently archived on your device (permanent cookies). Session cookies are automatically deleted after the end of your visit. Permanent cookies remain archived on your device until you delete them yourself or they are automatically deleted by your web browser. In some cases, third-party cookies may be stored on your device when you enter our website (third-party cookies). They enable you or us to take advantage of certain services offered by the third-party company (e.g. cookies for the processing of payment services). Cookies have various functions. Many cookies are technically essential since certain website functions would not work without them (e.g. the shopping cart function or the display of videos). Other cookies are used to evaluate user behavior or advertising. Cookies that are required for the performance of electronic communication transactions (required cookies) or that are necessary to provide certain functions that you want to use (functional cookies, e.g. for the shopping cart function) or to optimize the website (e.g. cookies to measure the web audience) shall be stored on the basis of Art. 6. para. 1 letter f GDPR, unless a different legal basis is cited. The operator of this website has a legitimate interest in the storage of cookies to ensure that it can provide an optimized service free of technical errors. If your consent to the storage of cookies has been requested, the cookies in question are stored exclusively on the basis of this consent (Art. 6 para. 1 letter a GDPR); this consent may be revoked at any time. You have the option to set up your browser in such a manner that you will be notified any time that cookies are placed and to permit the acceptance of cookies only in specific cases. You may also exclude the acceptance of cookies in certain cases or in general or activate the delete function for the automatic erasure of cookies when the browser closes. If cookies are deactivated, the functions of this website may be limited. In the event that third-party cookies are used or if cookies are used for analytical purposes, we will notify you separately in conjunction with this Privacy Policy and, if applicable, ask for your consent.

## **Cookie consent with Borlabs Cookie**

Our website uses Borlabs cookie consent technology to obtain your consent to the storage of certain cookies in your browser and to document them in compliance with the data protection regulations. The provider of this technology is Borlabs – Benjamin A. Bornschein, Rübenkamp 32, 22305 Hamburg, Germany (hereinafter, Borlabs). When you enter our website, a borlabs cookie is stored in your browser, which archives any declarations or revocations of consent that you have granted. This data is not shared with the providers of the Borlabs cookie. The recorded data is archived until you request its erasure or the Borlabs cookie deletes itself or the purpose for the data storage no longer applies. Mandatory statutory retention periods shall remain unaffected. Details on the data processing of the Borlabs cookie are available at [de.borlabs.io/kb/welche-daten-speichert-borlabs-cookie/](https://de.borlabs.io/kb/welche-daten-speichert-borlabs-cookie/). The Borlabs cookie consent technology is used to obtain statutory required consents for the use of cookies. The legal basis for this is Art. 6 para. 1 letter c GDPR.

## **Server log files**

The provider of the website and pages collects and automatically stores information in server log files, which your browser transmits to us automatically. They are:

- Browser type and browser version
- Operating system used
- Referrer URL
- Host name of the accessing computer
- Time of the server inquiry
- IP address

This data will not be merged with other sources of data. The basis for the data collection is Art. 6 para.1 letter f GDPR. The website operator has a legitimate interest in storing cookies to ensure the technically error-free and optimized provision of the operator's website. To do this, server log files must be recorded.

## **Inquiry by e-mail, phone or fax**

If you contact us by e-mail, phone or fax, your inquiry shall be archived on our website and processed along with all the resulting personal data (name, inquiry) for the purposes of processing your concern. We will not share this data with third parties without your consent. This data shall be processed on the basis of Art. 6 para. 1 letter b GDPR, as long as your inquiry has to do with fulfilling a contract or is required to carry out pre-contractual measures. In all other cases, the processing shall be based on our legitimate interest in the effective processing of any inquiries directed to us (Art. 6 para.1 letter f GDPR) or on your consent (Art. 6 para. 1 letter a GDPR), if this was requested. The data that you send us via contact requests will remain with us until you request that we erase it, revoke your consent to its storage or the purpose for the data storage no longer applies (e.g. after we have finished processing your concern). Mandatory statutory provisions – in particular statutory retention periods – shall remain unaffected.

## 5. Analysis tools and advertising

### Google Analytics

This website uses the functions of the web analysis service Google Analytics. The provider is Google Ireland Limited („Google“), Gordon House, Barrow Street, Dublin 4, Ireland. Google Analytics enables the website operator to analyze the behavior patterns of website visitors. To this end, the website operator receives a variety of user data, such as pages accessed, time spent on the page, the operating system used and the user's origin. Google may consolidate this data into a profile that is allocated to the respective user or the user's device. Google Analytics uses technologies that make it possible to recognize the user for the purpose of analyzing the user behavior (e.g. cookies or device finger printing). The information recorded by Google on the use of this website is usually transferred to a Google server in the USA and stored there. The basis for the use of this analysis tool is Art. 6 para. 1 letter f GDPR. The website operator has a legitimate interest in analyzing user behavior to improve its online services as well as its advertising activities. If a corresponding consent has been requested (e.g. consent to store cookies), the processing shall take place exclusively on the basis of Art. 6 para. 1 letter a GDPR; this consent may be revoked at any time. The data transfer to the USA is based on the standard contractual clauses of the European Commission. Details are available here: [privacy.google.com/businesses/controllerterms/mccs/](https://privacy.google.com/businesses/controllerterms/mccs/).

### IP anonymization

We have activated the IP anonymization function on this website. As a result, your IP address will be abbreviated by Google within the member states of the European Union or in other states that have ratified the Convention on the European Economic Area prior to its transmission to the United States. Only in exceptional cases will the full IP address be transferred to a Google server in the USA and abbreviated there. On behalf of the operator of this website, Google will use this information to analyze your use of this website, to generate reports on the website activities and to provide other services to the operator of this website that are related to the use of the website and the Internet. The IP address transmitted in conjunction with Google Analytics from your browser will not be merged with other data in Google's possession.

### Browser plug-in

You can prevent Google from recording and processing your data by downloading and installing the browser plug-in available under the following link:

[tools.google.com/dlpage/gaoptout](https://tools.google.com/dlpage/gaoptout).

More information about Google Analytics' handling of user data is available in Google's privacy policy:

[support.google.com/analytics/answer/6004245](https://support.google.com/analytics/answer/6004245).

### Order processing

We have concluded a contract on order processing with Google and implement the stringent requirements of the German data protection authorities to the fullest when using Google Analytics.

## **Demographic features on Google Analytics**

This website uses the “demographic features” function of Google Analytics to be able to display suitable advertisements to website visitors within the Google advertising network. This allows reports to be created that contain statements on age, gender and interests of website visitors. This data stems from interest-related advertising of Google as well as the user data of third-party providers. This data cannot be linked to any particular person. You can deactivate this function at any time via the display settings in your Google account or generally forbid the recording of your data by Google Analytics such as in the clause entitled “Objecting to data recording”.

## **Storage duration**

Data stored on the user and event level at Google that is linked to cookies, user recognition (e.g. user ID) or advertising IDs (e.g. double-click cookies, android advertising ID) is anonymized or deleted after 14 months. Details are available under the following link: [support.google.com/analytics/answer/7667196](https://support.google.com/analytics/answer/7667196).

# **6. Plug-ins and tools**

## **Google Web Fonts**

This website uses web fonts provided by Google for the uniform display of fonts. When you call up a page, your browser loads the required web fonts into your browser cache to display texts and fonts correctly. To do so, your browser of choice must connect to the servers of Google. In this way, Google becomes aware that this website was called up via your IP address. The basis for the use of Google Web Fonts is Art. 6 para. 1 letter f GDPR. The website operator has a legitimate interest in uniform depiction of font images on their website. If a corresponding consent has been requested (e.g. consent to store cookies), the processing shall take place exclusively on the basis of Art. 6 para. 1 letter a GDPR; this consent may be revoked at any time. If your browser does not support Web Fonts, a standard font from your computer will be used. Further information on Google Web Fonts is available under [developers.google.com/fonts/faq](https://developers.google.com/fonts/faq) and in Google’s privacy policy: [policies.google.com/privacy](https://policies.google.com/privacy).

## **Google Maps**

This website uses the Google Maps map service. The provider is Google Ireland Limited („Google“), Gordon House, Barrow Street, Dublin 4, Ireland. Your IP address must be stored to use the functions of Google Maps. This information is usually transferred to a Google server in the USA and stored there. The provider of this website has no influence over this data transfer. If Google Maps is activated, Google may use Google Web Fonts for the purpose of uniformly displaying the Google Web Fonts. When you call up Google Maps, your browser loads the required web fonts into your browser cache to display texts and fonts correctly. We use Google Maps in the interest of presenting our online offers in an appealing manner and to make it easy to find the places that we have indicated on the website. This constitutes a legitimate interest within the meaning of Art. 6 para. 1 letter f GDPR. If a corresponding consent has been requested, the processing shall take place exclusively on the basis of Art. 6 Para. 1 letter a GDPR; this consent may be revoked at any time.



The data transfer to the USA is based on the standard contractual clauses of the European Commission. Details are available here:

[privacy.google.com/businesses/gdprcontrollerterms/](https://privacy.google.com/businesses/gdprcontrollerterms/) und

[privacy.google.com/businesses/gdprcontrollerterms/sccs/](https://privacy.google.com/businesses/gdprcontrollerterms/sccs/).

More information on handling user data is available in Google's privacy policy:

[policies.google.com/privacy](https://policies.google.com/privacy).

## 7. Audio and visual conferences

### Data processing

Among others, we use online conference tools to communicate with our customers. The individual tools that we use are listed below. When you communicate with us by video or audio conference via the Internet, we and the provider of the respective conference tool record and process your personal data. The conference tools record all the data that you provide/enter when you use the tools (e-mail address and/or your telephone number). The conference tools also process the duration of the conference, the beginning and end (time) of your participation in the conference, number of participants and other "contextual information" in connection with the communication process (metadata). The provider of the tool also processes all technical data that is necessary to execute the online communication. This includes in particular IP addresses, MAC addresses, device IDs, device type, operating system type and version, client version, camera type, microphone or loudspeaker as well as the type of connection. If any content is exchanged, uploaded or made available in some other way, this content will also be stored on the servers of the tool provider. Such content includes in particular, cloud pictures, chat/instant messages, voicemails, uploaded photos and videos, files, whiteboards and other information that is shared while using the service. Please note that we do not have complete control over the data processing operations of the tools used. Our options are determined by the company policy of the respective provider. For further information on data processing by the conference tools, please refer to the privacy policies of the respective tools used, which we have listed under this text.

### Purpose and legal basis

The conference tools are used to communicate with prospective or existing contractual partners or to offer particular services to our customers (Art. 6 para 1 letter b GDPR). The tools are also used to facilitate and speed up the communication with us or our company (legitimate interest within the meaning of Art. 6 para. 1 letter f GDPR). If consent has been sought, the tools in question are used on the basis of this consent; the consent may be revoked at any time with future effect.

### Storage duration

The data that we record directly via video and conference tools will be deleted from our systems as soon as you request that it be deleted, you revoke your consent to its storage, or the purpose for the data storage no longer applies. Stored cookies will

remain on your device until you delete them. Mandatory statutory retention periods shall remain unaffected. We have no influence over the storage of your data that the operators of the conference tools have stored for their own purposes. For further details, please contact the operators of the conference tools directly.

### **Conference tools used**

We use the following conference tools:  
Microsoft Teams

We use Microsoft Teams. The provider is Microsoft Corporation, One Microsoft Way, Redmond, WA 98052-6399, USA. Details on the data processing are available in the Microsoft Teams privacy policy:

<https://privacy.microsoft.com/de-de/privacystatement>.

Concluding a contract on order processing

We have concluded a contract on order processing with the provider of Microsoft Teams and impose the stringent requirements of the German data protection authorities on the use of Microsoft Teams in full.

## **8. Own services**

### **Handling applicant data**

We offer you the opportunity to submit your application to us (e.g. by e-mail, post or via the online application form). We will inform you about the scope, purpose and use of your personal data collected within the scope of the application process below. We confirm that your data shall be collected, processed and used in accordance with applicable data protection law and all other statutory provisions, and that your data shall be treated in the strictest confidence.

### **Scope and purpose of the data collection**

When you send us an application, we will process the related personal data (e.g. contact and communication data, application documentation, notes related to job application interviews, etc.), insofar as this is required to make a decision on establishing an employment relationship. The legal basis for this is Art. 26 of the Federal Data Protection Act (BDSG) (Initiating an employment relationship), Art. 6 para. 1 letter b GDPR (General initiation of a contract) and – if you have granted your consent – Art. 6 para. 1 letter a GDPR. You may revoke your consent at any time. Your personal data will only be passed on to people who are involved in processing your application in our company. If your application is successful, the data that you submit will be stored on the basis of Art. 26 BDSG and Art. 6 para 1 letter b GDPR for the purposes of executing the employment relationship in our data processing systems.

### **Data retention period**

If we are not in a position to make you a job offer, you turn down a job offer or you withdraw your application, we reserve the right to retain the data that you submitted on the basis of our legitimate interests (Art. 6 para. 1 letter f GDPR) for up to 6 months after the end of the application process (rejection or withdrawal of the application). Then the data will be deleted and the physical job application documentation will be destroyed. Retention is for the purposes of verification in the event of a legal dispute. Provided it is clear that the data will be required after the 6-

month deadline expires (e.g. due to an imminent or impending legal dispute), it will only be erased if the purpose for further storage no longer applies. Said personal data may be retained for a longer period if you have granted the requisite consent (Art. 6 para. 1 letter a GDPR) or there are statutory retention obligations against the erasure of said personal data.

### **Acceptance into the applicant pool**

If we do not make you a job offer, we can include you in our applicant pool if necessary. If your application is accepted, all documents and details arising from the application will be transferred to the applicant pool in order to contact you in the event of suitable vacancies. Acceptance into the applicant pool shall be exclusively on the basis of your express consent (Art. 6 para 1 letter a GDPR). The decision to provide consent is voluntary and has nothing to do with the current application process. The data subject may withdraw their consent at any time. In this case, data from the applicant pool will be irretrievably deleted unless any statutory reasons for retention exist. The data from the applicant pool will be permanently deleted no later than two years after you give your consent.

## **Data protection information for visitors to our website**

### **1. Data protection at a glance**

#### **General information**

The following information provides a concise overview of what happens to your personal data when you visit this website. The term “personal data” comprises all data that can be used to identify you personally. For detailed information on the topic of data protection, please refer to our Privacy Policy under this text.

#### **Data recording on this website**

##### **Who is responsible for recording data on this website?**

The data on this website is processed by the website operator. Their contact data is available in the section entitled “Information on the controller” of this Privacy Policy.

##### **How do we record your data?**

On the one hand, your data is collected when you provide it to us. For example, this could be data that you enter into a contact form. Other data is recorded automatically by our IT systems or after you give your consent when you visit the website. It is mainly technical data (e.g. Internet browser, operating system or the time when you called up the website). This data is recorded automatically as soon as you enter this website.

##### **What do we use your data for?**

Some of the data is collected to ensure that we can provide the website without any errors. Other data may be used to analyze your user behavior.

### **What rights do you have regarding your own data?**

You have the right to receive information free of charge at any time about the origin, recipient and purpose of your stored personal data. You also have the right to demand the rectification or erasure of this data. If you have given your consent to data processing, you may revoke this consent at any time, with future effect. Furthermore, you have the right, under certain conditions, to demand that restrictions be placed on the processing of your personal data. You also have the right to lodge a complaint with the responsible supervisory authority. If you have further questions about this or data protection, please do not hesitate to contact us at any time.

### **Analysis tools and tools of third-party suppliers**

Your surfing behavior may be analyzed statistically when you visit this website. This is mainly done with analysis programs. For detailed information about these analysis programmes, please refer to our Privacy Policy below.

## **2. Hosting and content delivery networks (CDN)**

### **External hosting**

This website is hosted by an external service provider (host). The personal data that is recorded on this website is stored on the host's servers. It may include, among others, IP addresses, contact requests, meta and communication data, contract data, contact information, names, website accesses and other data generated via a website. The host is used for the purpose of performing the contract with our potential and existing customers (Art. 6 para. 1 letter b GDPR) and in the interest of secure, fast and efficient provision of our online services by a professional provider (Art. 6 para. 1 letter f GDPR). Our host will only process your data to the extent necessary to fulfill its performance obligations and to follow our instructions with respect to such data.

We use the following host:  
Mittwald CM Service GmbH & Co. KG  
Königsberger Straße 4–6  
32339 Espelkamp, Germany

### **Conclusion of a contract on order processing**

We have concluded a contract on order processing with our host in order to guarantee processing in compliance with the data processing regulations.

## **3. General information and mandatory information**

### **Data protection**

The operators of these pages take the protection of your personal data very seriously. We treat your personal data confidentially and in accordance with the statutory data protection regulations as well as this Privacy Policy. If you use this website, a variety of personal data is collected. Personal data comprises data that can be used to identify you personally. This Privacy Policy explains what data we collect and what we use it for. It also explains how we do this and for what purpose. Please note that data transmission over the Internet (e.g. when communicating by e-

mail) can be subject to security breaches. It is not possible to completely protect your data from being accessed by third parties.

### **Information on the controller**

The controller for data processing on this website is:

Linn Präzision Service & Logistik GmbH  
Zum Erlhof 5  
58809 Neuenrade, Germany  
Telephone: +49 (0) 2394 9187-0  
E-mail: [info@linn-praezision.de](mailto:info@linn-praezision.de)

The controller is the natural person or legal entity that single-handedly or jointly with others decides on the purposes and means by which personal data (e.g. names, e-mail addresses, or the like) is processed.

### **Storage duration**

Unless a more specific storage period is mentioned in this Privacy Policy, your personal data will remain with us until the purpose for the data processing no longer applies. If you assert a justified request for erasure or revoke your consent to data processing, your data will be erased, unless we have other legally permissible grounds for storing your personal data (e.g. tax or commercial law retention periods). In the latter case, the erasure will take place after these grounds cease to apply.

### **Statutory data protection officer**

We have appointed a data protection officer for our company.

bits + bytes it-solutions GmbH & Co. KG  
Hommeswiese 136  
57258 Freudenberg, Germany

Telephone: 0700 / 20 30 10 30  
E-mail: [datenschutz@bits-bytes.de](mailto:datenschutz@bits-bytes.de)

### **Information on data transfer to the USA and other third-party countries**

We use, among others, tools from companies that are based in the USA or other non-EU countries where data protection cannot be guaranteed. If these tools are active, your personal data may be transferred to these non-EU countries and processed there. Please note that the same level of data protection as in the European Union cannot be guaranteed there. For example, US companies must submit personal data to security authorities without you as the data subject being able to take legal action to combat this. Therefore, we cannot rule out the possibility that your data stored on servers located in the US may be processed, analyzed and saved permanently by US authorities (e.g. intelligence services). We have no control over these processing activities.

### **Revocation of your consent to data processing**

Many data processing transactions are only possible with your express consent. You may revoke any consent that you have already given at any time. The lawfulness of any data processing that occurred prior to your revocation of consent shall remain unaffected.

## **Right to object to the collection of data in special cases as well as to direct advertising (Art. 21 GDPR)**

IF THE DATA IS PROCESSED ON THE BASIS OF ART. 6 PARA. 1 LETTER E OR F GDPR, YOU SHALL HAVE THE RIGHT TO OBJECT TO THE PROCESSING OF YOUR DATA AT ANY TIME BASED ON GROUNDS ARISING FROM YOUR PARTICULAR SITUATION. THIS SHALL ALSO APPLY TO ANY PROFILING BASED ON THESE PROVISIONS. FOR INFORMATION ON THE LEGAL BASIS ON WHICH ANY PROCESSING IS BASED, PLEASE CONSULT THIS PRIVACY POLICY. IF YOU LODGE AN OBJECTION, WE SHALL NO LONGER PROCESS YOUR AFFECTED PERSONAL DATA, UNLESS WE CAN PRESENT COMPELLING LEGITIMATE GROUNDS FOR THE PROCESSING THAT OUTWEIGH YOUR INTERESTS, RIGHTS AND FREEDOMS OR THE PROCESSING IS REQUIRED FOR THE ESTABLISHMENT, EXERCISE OR DEFENSE OF LEGAL CLAIMS (OBJECTION IN ACCORDANCE WITH ART. 21 PARA. 1 GDPR).

IF YOUR PERSONAL DATA IS PROCESSED FOR THE PURPOSES OF DIRECT ADVERTISING, YOU SHALL HAVE THE RIGHT TO OBJECT TO THE PROCESSING OF PERSONAL DATA RELATED TO YOU FOR THE PURPOSES OF SUCH ADVERTISING; THIS SHALL ALSO APPLY FOR PROFILING INSOFAR AS IT IS AFFILIATED WITH SUCH DIRECT ADVERTISING. IF YOU OBJECT, YOUR PERSONAL DATA SHALL THEN NO LONGER BE USED FOR THE PURPOSE OF DIRECT ADVERTISING (OBJECTION IN ACCORDANCE WITH ART. 21 PARA. 2 GDPR).

### **Right to lodge a complaint with the responsible supervisory authority**

In the case of infringements against the GDPR, the data subject shall have the right to lodge a complaint with a supervisory authority, in particular in the member state of their usual place of residence, their workplace or the place where the alleged infringement took place. The right to lodge a complaint shall remain unaffected by other administrative or legal remedies.

### **Right to data portability**

You shall have the right to issue the data that we automatically process on the basis of your consent or in fulfilling a contract to yourself or to a third party in a commonly used, machine-readable format. If you request the direct transmission of the data to another controller, this shall only take place insofar as it is technically feasible.

### **SSL and/or TLS encryption**

This website uses an SSL or a TLS encryption program for security reasons and to protect the transmission of confidential content such as purchase orders or inquiries to us as the website operator. You can recognize an encrypted connection by checking whether the address line of the browser switches from "http://" to "https://" and also by the appearance of a lock icon in your browser line. If the SSL or TLS encryption is activated, the data that you transmit to us cannot be read by third parties.

### **Information, erasure and rectification**

Within the scope of the applicable statutory provisions, you shall have the right to request information about your archived personal data, its origin and recipients as well as the purpose of the data processing and if necessary a right to rectification or

erasure of said data. If you have questions about this or on the topic of personal data, please do not hesitate to contact us at any time.

### **Right to restrict processing**

You shall have the right to demand the imposition of restrictions as regards the processing of your personal data. You may contact us in this regard at any time. The right to restriction of processing shall exist in the following cases: If you dispute the accuracy of your personal data stored with us, we usually need some time to verify this claim. During the investigation, you shall have the right to demand that we restrict the processing of your personal data. If the processing of your personal data was/is being conducted in an unlawful manner, you shall be able demand the imposition of restrictions as regards the processing of your personal data instead of demanding the erasure of this data. If we do not need your personal data any longer, but you need it to exercise, defend yourself against or establish legal claims, you shall have the right to demand the imposition of restrictions on the processing of your personal data instead of its erasure. If you have raised an objection in accordance with Art. 21 para. 1 GDPR, both your rights and ours must be weighed up against each other. As long as it has not been determined whose interests prevail, you shall have the right to demand the imposition of restrictions as regards the processing of your personal data. If you have restricted the processing of your personal data, this data – with the exception of its archiving – may be processed only with your consent or for the establishment, exercise or defense of legal claims or to protect the rights of other natural persons or legal entities or for important public interest reasons cited by the European Union or a member state of the EU.

### **Objection to unsolicited commercial e-mails**

We herewith object to the use of contact information published in conjunction with the mandatory information to be provided in our Legal notice to send us advertising and information material that we have not expressly requested. The operators of this website and its pages reserve the express right to take legal action in the event of the unsolicited sending of advertising material, for instance via spam e-mails.

## **4. Data recording on this website**

### **Cookies**

Our websites and pages use cookies. Cookies are small text files and do not cause any damage to your device. They are either stored temporarily for the duration of a session (session cookies) or they are permanently archived on your device (permanent cookies). Session cookies are automatically deleted after the end of your visit. Permanent cookies remain archived on your device until you delete them yourself or they are automatically deleted by your web browser. In some cases, third-party cookies may be stored on your device when you enter our website (third-party cookies). They enable you or us to take advantage of certain services offered by the third-party company (e.g. cookies for the processing of payment services). Cookies have various functions. Many cookies are technically essential since certain website functions would not work without them (e.g. the shopping cart function or the display of videos). Other cookies are used to evaluate user behavior or advertising. Cookies that are required for the performance of electronic communication transactions (required cookies) or that are necessary to provide certain functions that you want to use (functional cookies, e.g. for the shopping cart function) or to optimize the website (e.g. cookies to measure the web audience) shall be stored on the basis of Art. 6.

para. 1 letter f GDPR, unless a different legal basis is cited. The operator of this website has a legitimate interest in the storage of cookies to ensure that it can provide an optimized service free of technical errors. If your consent to the storage of cookies has been requested, the cookies in question are stored exclusively on the basis of this consent (Art. 6 para. 1 letter a GDPR); this consent may be revoked at any time. You have the option to set up your browser in such a manner that you will be notified any time that cookies are placed and to permit the acceptance of cookies only in specific cases. You may also exclude the acceptance of cookies in certain cases or in general or activate the delete function for the automatic erasure of cookies when the browser closes. If cookies are deactivated, the functions of this website may be limited. In the event that third-party cookies are used or if cookies are used for analytical purposes, we will notify you separately in conjunction with this Privacy Policy and, if applicable, ask for your consent.

### **Cookie consent with Borlabs Cookie**

Our website uses Borlabs cookie consent technology to obtain your consent to the storage of certain cookies in your browser and to document them in compliance with the data protection regulations. The provider of this technology is Borlabs – Benjamin A. Bornschein, Rübenkamp 32, 22305 Hamburg, Germany (hereinafter, Borlabs). When you enter our website, a borlabs cookie is stored in your browser, which archives any declarations or revocations of consent that you have granted. This data is not shared with the providers of the Borlabs cookie. The recorded data is archived until you request its erasure or the Borlabs cookie deletes itself or the purpose for the data storage no longer applies. Mandatory statutory retention periods shall remain unaffected. Details on the data processing of the Borlabs cookie are available at [de.borlabs.io/kb/welche-daten-speichert-borlabs-cookie/](https://de.borlabs.io/kb/welche-daten-speichert-borlabs-cookie/). The Borlabs cookie consent technology is used to obtain statutory required consents for the use of cookies. The legal basis for this is Art. 6 para. 1 letter c GDPR.

### **Server log files**

The provider of the website and pages collects and automatically stores information in server log files, which your browser transmits to us automatically. They are:

- Browser type and browser version
- Operating system used
- Referrer URL
- Host name of the accessing computer
- Time of the server inquiry
- IP address

This data will not be merged with other sources of data. The basis for the data collection is Art. 6 para.1 letter f GDPR. The website operator has a legitimate interest in storing cookies to ensure the technically error-free and optimized provision of the operator's website. To do this, server log files must be recorded.

### **Inquiry by e-mail, phone or fax**

If you contact us by e-mail, phone or fax, your inquiry shall be archived on our website and processed along with all the resulting personal data (name, inquiry) for the purposes of processing your concern. We will not share this data with third parties without your consent. This data shall be processed on the basis of Art. 6 para. 1 letter b GDPR, as long as your inquiry has to do with fulfilling a contract or is



required to carry out pre-contractual measures. In all other cases, the processing shall be based on our legitimate interest in the effective processing of any inquiries directed to us (Art. 6 para.1 letter f GDPR) or on your consent (Art. 6 para. 1 letter a GDPR), if this was requested. The data that you send us via contact requests will remain with us until you request that we erase it, revoke your consent to its storage or the purpose for the data storage no longer applies (e.g. after we have finished processing your concern). Mandatory statutory provisions – in particular statutory retention periods – shall remain unaffected.

## **5. Analysis tools and advertising**

### **Google Analytics**

This website uses the functions of the web analysis service Google Analytics. The provider is Google Ireland Limited („Google“), Gordon House, Barrow Street, Dublin 4, Ireland. Google Analytics enables the website operator to analyze the behavior patterns of website visitors. To this end, the website operator receives a variety of user data, such as pages accessed, time spent on the page, the operating system used and the user's origin. Google may consolidate this data into a profile that is allocated to the respective user or the user's device. Google Analytics uses technologies that make it possible to recognize the user for the purpose of analyzing the user behavior (e.g. cookies or device finger printing). The information recorded by Google on the use of this website is usually transferred to a Google server in the USA and stored there. The basis for the use of this analysis tool is Art. 6 para. 1 letter f GDPR. The website operator has a legitimate interest in analyzing user behavior to improve its online services as well as its advertising activities. If a corresponding consent has been requested (e.g. consent to store cookies), the processing shall take place exclusively on the basis of Art. 6 para. 1 letter a GDPR; this consent may be revoked at any time. The data transfer to the USA is based on the standard contractual clauses of the European Commission. Details are available here: [privacy.google.com/businesses/controllerterms/mccs/](https://privacy.google.com/businesses/controllerterms/mccs/).

### **IP anonymization**

We have activated the IP anonymization function on this website. As a result, your IP address will be abbreviated by Google within the member states of the European Union or in other states that have ratified the Convention on the European Economic Area prior to its transmission to the United States. Only in exceptional cases will the full IP address be transferred to a Google server in the USA and abbreviated there. On behalf of the operator of this website, Google will use this information to analyze your use of this website, to generate reports on the website activities and to provide other services to the operator of this website that are related to the use of the website and the Internet. The IP address transmitted in conjunction with Google Analytics from your browser will not be merged with other data in Google's possession.

### **Browser plug-in**

You can prevent Google from recording and processing your data by downloading and installing the browser plug-in available under the following link:

[tools.google.com/dlpage/gaoptout](https://tools.google.com/dlpage/gaoptout).

More information about Google Analytics' handling of user data is available in Google's privacy policy:

[support.google.com/analytics/answer/6004245](https://support.google.com/analytics/answer/6004245).

### **Order processing**

We have concluded a contract on order processing with Google and implement the stringent requirements of the German data protection authorities to the fullest when using Google Analytics.

### **Demographic features on Google Analytics**

This website uses the "demographic features" function of Google Analytics to be able to display suitable advertisements to website visitors within the Google advertising network. This allows reports to be created that contain statements on age, gender and interests of website visitors. This data stems from interest-related advertising of Google as well as the user data of third-party providers. This data cannot be linked to any particular person. You can deactivate this function at any time via the display settings in your Google account or generally forbid the recording of your data by Google Analytics such as in the clause entitled "Objecting to data recording".

### **Storage duration**

Data stored on the user and event level at Google that is linked to cookies, user recognition (e.g. user ID) or advertising IDs (e.g. double-click cookies, android advertising ID) is anonymized or deleted after 14 months. Details are available under the following link: [support.google.com/analytics/answer/7667196](https://support.google.com/analytics/answer/7667196).

## **6. Plug-ins and tools**

### **Google Web Fonts**

This website uses web fonts provided by Google for the uniform display of fonts. When you call up a page, your browser loads the required web fonts into your browser cache to display texts and fonts correctly. To do so, your browser of choice must connect to the servers of Google. In this way, Google becomes aware that this website was called up via your IP address. The basis for the use of Google Web Fonts is Art. 6 para. 1 letter f GDPR. The website operator has a legitimate interest in uniform depiction of font images on their website. If a corresponding consent has been requested (e.g. consent to store cookies), the processing shall take place exclusively on the basis of Art. 6 para. 1 letter a GDPR; this consent may be revoked at any time. If your browser does not support Web Fonts, a standard font from your computer will be used. Further information on Google Web Fonts is available under [developers.google.com/fonts/faq](https://developers.google.com/fonts/faq) and in Google's privacy policy: [policies.google.com/privacy](https://policies.google.com/privacy).

### **Google Maps**

This website uses the Google Maps map service. The provider is Google Ireland Limited („Google“), Gordon House, Barrow Street, Dublin 4, Ireland. Your IP address must be stored to use the functions of Google Maps. This information is usually transferred to a Google server in the USA and stored there. The provider of this

website has no influence over this data transfer. If Google Maps is activated, Google may use Google Web Fonts for the purpose of uniformly displaying the Google Web Fonts. When you call up Google Maps, your browser loads the required web fonts into your browser cache to display texts and fonts correctly. We use Google Maps in the interest of presenting our online offers in an appealing manner and to make it easy to find the places that we have indicated on the website. This constitutes a legitimate interest within the meaning of Art. 6 para. 1 letter f GDPR. If a corresponding consent has been requested, the processing shall take place exclusively on the basis of Art. 6 Para. 1 letter a GDPR; this consent may be revoked at any time.

The data transfer to the USA is based on the standard contractual clauses of the European Commission. Details are available here:

[privacy.google.com/businesses/gdprcontrollerterms/](https://privacy.google.com/businesses/gdprcontrollerterms/) und

[privacy.google.com/businesses/gdprcontrollerterms/sccs/](https://privacy.google.com/businesses/gdprcontrollerterms/sccs/).

More information on handling user data is available in Google's privacy policy:

[policies.google.com/privacy](https://policies.google.com/privacy).

## 7. Audio and visual conferences

### Data processing

Among others, we use online conference tools to communicate with our customers. The individual tools that we use are listed below. When you communicate with us by video or audio conference via the Internet, we and the provider of the respective conference tool record and process your personal data. The conference tools record all the data that you provide/enter when you use the tools (e-mail address and/or your telephone number). The conference tools also process the duration of the conference, the beginning and end (time) of your participation in the conference, number of participants and other "contextual information" in connection with the communication process (metadata). The provider of the tool also processes all technical data that is necessary to execute the online communication. This includes in particular IP addresses, MAC addresses, device IDs, device type, operating system type and version, client version, camera type, microphone or loudspeaker as well as the type of connection. If any content is exchanged, uploaded or made available in some other way, this content will also be stored on the servers of the tool provider. Such content includes in particular, cloud pictures, chat/instant messages, voicemails, uploaded photos and videos, files, whiteboards and other information that is shared while using the service. Please note that we do not have complete control over the data processing operations of the tools used. Our options are determined by the company policy of the respective provider. For further information on data processing by the conference tools, please refer to the privacy policies of the respective tools used, which we have listed under this text.

### **Purpose and legal basis**

The conference tools are used to communicate with prospective or existing contractual partners or to offer particular services to our customers (Art. 6 para 1 letter b GDPR). The tools are also used to facilitate and speed up the communication with us or our company (legitimate interest within the meaning of Art. 6 para. 1 letter f GDPR). If consent has been sought, the tools in question are used on the basis of this consent; the consent may be revoked at any time with future effect.

### **Storage duration**

The data that we record directly via video and conference tools will be deleted from our systems as soon as you request that it be deleted, you revoke your consent to its storage, or the purpose for the data storage no longer applies. Stored cookies will remain on your device until you delete them. Mandatory statutory retention periods shall remain unaffected. We have no influence over the storage of your data that the operators of the conference tools have stored for their own purposes. For further details, please contact the operators of the conference tools directly.

### **Conference tools used**

We use the following conference tools:  
Microsoft Teams

We use Microsoft Teams. The provider is Microsoft Corporation, One Microsoft Way, Redmond, WA 98052-6399, USA. Details on the data processing are available in the Microsoft Teams privacy policy:

<https://privacy.microsoft.com/de-de/privacystatement>.

Concluding a contract on order processing

We have concluded a contract on order processing with the provider of Microsoft Teams and impose the stringent requirements of the German data protection authorities on the use of Microsoft Teams in full.

## **8. Own services**

### **Handling applicant data**

We offer you the opportunity to submit your application to us (e.g. by e-mail, post or via the online application form). We will inform you about the scope, purpose and use of your personal data collected within the scope of the application process below. We confirm that your data shall be collected, processed and used in accordance with applicable data protection law and all other statutory provisions, and that your data shall be treated in the strictest confidence.

### **Scope and purpose of the data collection**

When you send us an application, we will process the related personal data (e.g. contact and communication data, application documentation, notes related to job application interviews, etc.), insofar as this is required to make a decision on establishing an employment relationship. The legal basis for this is Art. 26 of the Federal Data Protection Act (BDSG) (Initiating an employment relationship), Art. 6 para. 1 letter b GDPR (General initiation of a contract) and – if you have granted your consent – Art. 6 para. 1 letter a GDPR. You may revoke your consent at any time. Your personal data will only be passed on to people who are involved in processing your application in our company. If your application is successful, the data that you

submit will be stored on the basis of Art. 26 BDSG and Art. 6 para 1 letter b GDPR for the purposes of executing the employment relationship in our data processing systems.

### **Data retention period**

If we are not in a position to make you a job offer, you turn down a job offer or you withdraw your application, we reserve the right to retain the data that you submitted on the basis of our legitimate interests (Art. 6 para. 1 letter f GDPR) for up to 6 months after the end of the application process (rejection or withdrawal of the application). Then the data will be deleted and the physical job application documentation will be destroyed. Retention is for the purposes of verification in the event of a legal dispute. Provided it is clear that the data will be required after the 6-month deadline expires (e.g. due to an imminent or impending legal dispute), it will only be erased if the purpose for further storage no longer applies. Said personal data may be retained for a longer period if you have granted the requisite consent (Art. 6 para. 1 letter a GDPR) or there are statutory retention obligations against the erasure of said personal data.

### **Acceptance into the applicant pool**

If we do not make you a job offer, we can include you in our applicant pool if necessary. If your application is accepted, all documents and details arising from the application will be transferred to the applicant pool in order to contact you in the event of suitable vacancies. Acceptance into the applicant pool shall be exclusively on the basis of your express consent (Art. 6 para 1 letter a GDPR). The decision to provide consent is voluntary and has nothing to do with the current application process. The data subject may withdraw their consent at any time. In this case, data from the applicant pool will be irretrievably deleted unless any statutory reasons for retention exist. The data from the applicant pool will be permanently deleted no later than two years after you give your consent.