

# Privacy policy / Data protection

## Scope

This privacy policy clarifies users about the nature, scope and purpose of the collection and use of personal data by the responsible provider J.G. KNOPF'S SOHN GmbH & Co. KG, August-Wagner-Str. 1, 95233 Helmbrechts, info@knopfsohn.de, +49 9252 707-0 on this website (in the following "offer").

The legal foundations of data protection can be found in the Federal Data Protection Act (BDSG) and the Telemedia Act (TMG) and in General Data Protection Regulation (GDPR).

## Access data / server log files

The provider (or his web space provider) collects data about every access to the offer (so-called server log files). Access data includes:

Name of the retrieved web page, file, date and time of retrieval, amount of data transferred, notification of successful retrieval, browser type and version, the user's operating system, referrer URL (the previously visited page), IP address and the requesting provider.

The provider uses the log data only for statistical evaluations for the purpose of operation, security and optimization of the offer. However, the provider reserves the right to retrospectively review the log data if, on the basis of concrete evidence, the legitimate suspicion of unlawful use exists.

## Integration of services and contents of third parties

It may happen that content from third parties, such as videos from YouTube, maps from Google Maps, RSS feeds or graphics from other websites are included in this online offer. This always presupposes that the providers of this content (hereinafter referred to as "third party provider") perceive the IP address of the users. Because without the IP address, they could not send the content to the browser of each user. The IP address is therefore required for the presentation of this content. We endeavor to use only content whose respective providers use the IP address solely for the delivery of the content. However, we do not have any influence on this if the third parties provide the IP address e.g. save for statistical purposes. As far as we know, we will inform users about it.

## Cookies

Cookies are small files that make it possible to store specific device-related information on users' access devices (PCs, smartphones, etc.). They serve for the user-friendliness of web pages and thus the users (for example storage of login data). On the other hand, they serve to record the statistical data of the website usage and to be able to analyze it for the purpose of improving the offer. Users can influence the use of cookies. Most browsers have an option to restrict or completely prevent the storage of cookies. However, it is pointed out that the use and especially the comfort of use are limited without cookies.

You can find many online advertising cookies from companies through the US-American site <http://www.aboutads.info/choices/> or the EU page <http://www.youronlinechoices.com/uk/your-ad-choices> / manage.

## Google Analytics

This offer uses Google Analytics, a web analytics service provided by Google Inc. ("Google"). Google Analytics uses so-called "cookies", text files that are stored on users' computers and that allow an analysis of the use of the website by them. The information generated by the cookie about the use of this website by the users are usually transmitted to a Google server in the USA and stored there.

However, if IP anonymization is activated on this website, Google's IP address will be shortened beforehand within member states of the European Union or other parties to the Agreement on the European Economic Area. Only in exceptional cases will the full IP address be sent to a Google server in the US and shortened there. IP anonymization is active on this website. On behalf of the operator of this website, Google will use this information to evaluate users' use of the website, to compile reports on website activity, and to provide other services related to website activity and internet usage to the website operator.

The IP address provided by Google Analytics as part of Google Analytics will not be merged with other Google data. Users can prevent the storage of cookies by setting their browser software accordingly; However, this offer notifies users that you may not be able to use all features of this website in their entirety. In addition, users may prevent the collection by Google of the data generated by the cookie and related to its use of the website (including your IP address) as well as the processing of this data by Google by using the browser plug-in available under the following link Download and install: <http://tools.google.com/dlpage/gaoptout?hl=de> .

For more information about Google's use of the Google data, hiring and opt-out options, please visit Google's websites: <https://www.google.com/intl/en/policies/privacy/partners/> ("Google's use of your data when you use Our Partners' Websites or Apps"), <http://www.google.com/policies/technologies/ads> (" Use of Data for Advertising "), <http://www.google.com/settings/ads> (" Managing Information, the Google used to show you ads ") and <http://www.google.com/ads/preferences> / (" Determine which ads Google shows you ").

As an alternative to the browser add-on or within browsers on mobile devices, please click this link to prevent Google Analytics from entering this website in the future. An opt-out cookie is stored on your device. If you delete your cookies, you must click this link again.

## Google Maps

This site uses the mapping service Google Maps via an API. Provider is Google Inc., 1600 Amphitheater Parkway, Mountain View, CA 94043, USA.

To use the features of Google Maps, it is necessary to save your IP address. This information is usually transmitted to and stored on a Google server in the United States. The provider of this site has no influence on this data transfer.

The use of Google Maps is in the interest of an attractive presentation of our online offers and an easy findability of the places we have indicated on the website. This constitutes a legitimate interest within the meaning of Art. 6 para. 1 lit. f DSGVO.

For more information on how to handle user data, please refer to Google's Privacy Policy: <https://www.google.com/intl/en/policies/privacy/> .

## **Ergänzungen**

### **Data Protection Officer (DPO)**

The company has appointed a data protection officer. The data protection officer regularly and independently checks the processing of personal data with us. If you have questions about data protection, please contact the data protection officer at [datenschutz@hch-hof.de](mailto:datenschutz@hch-hof.de) in writing at any time.

### **Your rights as Affected Person**

As an affected person you have the right to receive information about the processing of your data. You can address this request to the processor or the DPO. Requests for information should be made in writing and enable us to clearly identify you as affected persons. Otherwise it can come to ask on our part.

If you have the impression that we are processing incorrect or outdated data, you have the right to correct your data.

You also have a right to object to the processing within the scope of the legal requirements. Especially if you want to assert a right to object to the processing of your data on the basis of our balance of interests, you must expect that we will examine this closely. We have carefully considered our interests. We therefore ask you to carefully read Art. 21 GDPR and expect that here too we will ask for the "special situation" i.S.d. Art. 21 (1) GDPR.

If the data processing is based on your consent, you can always revoke data processing in writing. The revocation applies from then from access with us. The lawfulness of the data processing up to this time remains unaffected by revocation.

Furthermore, you have the right to delete your data if it is no longer needed. In many cases, however, the law of erasure is governed by other laws, e.g. Storage requirements according to HGB.

Of course, you also have a right to data portability. Again, this is only granted in the context of legal requirements.

### **Privacy Policy for Applicants**

The controller collects and processes the personal data of applicants for the purpose of processing the application process. The processing can also be done electronically. This is particularly the case if an applicant submits corresponding application documents to the controller by electronic means, for example by e-mail or via a web form available on the website. If the controller concludes a contract of employment with an applicant, the data transmitted will be stored for the purposes of the employment relationship in accordance with the law. If no employment contract is concluded with the candidate by the controller, the application documents will be automatically deleted three months after the announcement of the rejection decision, unless deletion precludes other legitimate

interests of the controller. Other legitimate interest in this sense, for example, a burden of proof in a procedure under the General Equal Treatment Act (AGG).

### **Right of appeal to the competent supervisory authority**

In the case of violations of data protection law, the person concerned has the right of appeal to the competent supervisory authority. The competent supervisory authority for data protection issues is the state data protection officer of the federal state in which our company is based. A list of the data protection officers as well as their contact data can be taken from the following link:

[https://www.bfdi.bund.de/DE/Infothek/Anschriften\\_Links/anschriften\\_links-node.html](https://www.bfdi.bund.de/DE/Infothek/Anschriften_Links/anschriften_links-node.html).