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## **Data protection information when collecting personal data according to Art. 13/14 GDPR**

### **Name and address of the controller**

**Responsible entity in terms of data protection laws is:**

#### **Responsible party:**

Karanfil Engineering GmbH & Co. KG  
Margret-Fusbahn-Straße 3  
71063 Sindelfingen

#### **Legal representative:**

Karanfil Engineering Verwaltungs-GmbH  
Margret-Fusbahn-Straße 3  
71063 Sindelfingen

Dear Applicant,

In accordance with the requirements of Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR), we hereby inform you about the processing of personal data collected about you and your rights under data protection law in this regard. In order to ensure that you are fully informed about the processing of your personal data in the context of the establishment, implementation and termination of the employment relationship, please take note of the following information.

The processing of personal data, for example, the name, address, e-mail address, contact details, your professional qualifications is always in accordance with the General Data Protection Regulation (GDPR) and in accordance with the applicable country-specific data protection provisions. By means of this data protection information, we would like to inform you about the type, scope and purpose of the personal data collected, used and processed by us. Furthermore, data subjects are informed of their rights by means of this privacy policy.

Please note that it may be necessary for the conclusion of the contract, fulfillment of the contract by us and/or our provision of services that a data subject provides us with personal data.

Failure to provide personal data or revocation of consent may result in us no longer being able to fulfill our obligations under the employment contract.

### **Purposes, legal basis**

We process pre-contractual measures and/or the implementation of contractual relationships in accordance with Art. 88 GDPR in conjunction with § 26 BDSG and, if applicable, Art. 6 para. 1 lit. b GDPR.

In doing so, we process your personal data such as address and contact data, information on conversations held, your requirements, offers and other information that we receive from you.

If external partners are involved in the provision of services or the fulfillment of orders, the information necessary for the provision of their services may be passed on to them.

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Amtsgericht Stuttgart HRA 725984  
Tax number: 56076/07607  
Karanfil Engineering Verwaltungs-GmbH

Commerzbank AG Böblingen  
IBAN: DE24 6004 0071 0628 9151 00  
BIC: COBADEFFXXX

Volksbank Herrenberg  
Nagold Rottenburg eG  
IBAN: DE35 6039 1310 0373 2970 09  
BIC: GENODES1VBH

Phone: +49 7031/20 50 40  
Mail: [info@karanfil.de](mailto:info@karanfil.de)  
Web: [www.karanfil.de](http://www.karanfil.de)

IT systems such as human resources management and financial accounting software are used to process the information. Service providers access these as part of maintenance. In such cases, we agree the necessary contracts for order processing.

We process your personal data for which you have given us your express consent in accordance with Art. 6 (1) lit. a GDPR. According to Art. 6 para. 1 lit. f GDPR is based on the processing of your personal data, provided that for the implementation of our processing there is no reason to believe that you have an overriding legitimate interest in not disclosing your data.

#### **Data source**

We have received your personal data from:

- You, as part of your application to us.

#### **Data disclosure to third parties**

We only pass on your personal data within our company to those areas and persons who need this data to fulfill contractual and legal obligations. There are legal obligations (e.g. tax laws) in which we are legally obliged to disclose data. In these cases, we must pass on your personal data to the relevant third parties in accordance with Art.6 Para. 1 lit. c.

#### **Transfer of data to third countries**

- We do not transfer personal data to countries outside the EU.

#### **Deletion or blocking of the data**

We adhere to the principles of data avoidance and data economy. We therefore only store your personal data for as long as is necessary to achieve the purposes stated here or as stipulated by the legislator (e.g. German Commercial Code (HGB), Fiscal Code (AO) and other laws and regulations) manifold storage periods. After the respective purpose has ceased to exist or these periods have expired, the corresponding data is routinely blocked or deleted in accordance with the statutory provisions.

If, for example, you do not want us to continue storing your personal data after the expiry of statutory retention periods, please let us know when you leave our company.

Please note that in this case we will not be able to assist you later if you wish to prove social security periods to the pension insurance.

#### **Existence of an automated decision making**

As a responsible company, we do not use automated decision-making or profiling.

#### **Your data protection rights**

As a data subject, you have the following rights at any time:

- Information about your data stored by us and its processing according to Art.15 GDPR,
- Correction of inaccurate personal data according to Art. 16 GDPR,
- Erasure of your data stored with us in accordance with Art. 17 GDPR,

- Restriction of data processing if we are not yet allowed to delete your data due to legal obligations according to Art. 18 GDPR,
- Object to the processing of your data by us in accordance with Art. 21 GDPR and
- Data portability, provided that you have consented to the data processing or have concluded a contract with us in accordance with Art. 20 GDPR.
- If you have given us consent, you can revoke this at any time with effect for the future in accordance with Art.7 Abs. 3 GDPR.

You may contact a competent supervisory authority with a complaint at any time. The competent supervisory authorities, depending on the federal state of your residence, your work or the alleged violation can be found (for the non-public sector) at:

<https://www.bfdi.bund.de/EN/Service/Anschriften/Laender/Laender-node.html>

### **Modification of our privacy policy**

We reserve the right to occasionally adapt this data protection information so that it always complies with the current legal requirements or to implement changes to our services in the data protection information, e.g. when introducing new services. The currently published data protection information will then apply to any subsequent data processing.

### **Questions about data privacy**

If you have any questions, please contact our data privacy contact person, or data privacy officer, under:

E-Mail: [datenschutz@karanfil.de](mailto:datenschutz@karanfil.de)