

## Privacy Policy for the Websites of Invotec, Inc. & Invotec, GmbH

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## 1. Scope of this Privacy Policy

The protection of your privacy and personal data is of major interest to Invotec, Inc. & Invotec GmbH ("**Invotec**" or "**we**"). With this Privacy Policy we would like to inform you comprehensively about how we handle your personal data.

This Privacy Policy applies to the handling of your Personal Data when you visit our website at [www.invotec.com](http://www.invotec.com) or [www.invotec.de](http://www.invotec.de) and when you contact us by email, post or telephone.

## 2. Who is the controller and to whom can I reach out?

Invotec, Inc., 10909 Industry Lane, Miamisburg, Ohio, USA, determines the purposes and means of the processing of personal data and shall be regarded as the controller.

You can contact the following office with regard to all data protection matters:

Invotec, Inc./Invotec GmbH  
Management  
Frankfurt Airport Center 1  
Hugo-Eckener Ring  
Gebäude 234  
60549 Frankfurt  
Germany  
Tel. +49 6764 9022 0  
Fax +49 6764 9022 101  
E-Mail: [info@hang.group](mailto:info@hang.group)

We are legally not obliged to appoint a data protection officer. If you have any questions regarding data protection, please feel free to contact the following employee:

Armin Doser  
Technologiepark-VS  
Gebäude 8IV  
Am Krebsgraben 15  
78048 Villingen-Schwenningen  
Germany  
Tel. +49 6764 90 22 366  
E-Mail: [info@hang.group](mailto:info@hang.group)

## 3. What data do we collect from you?

Depending on the specific processing situation, we collect and process different personal data from you. Below you will find a list of the data relating to the respective processing situation:

### **3.1 What data do we process when you visit our website?**

Visiting of our websites can generally take place without disclosing your identity. As long as you use the offers provided by Invotec on the websites without registering, we process among other things:

- Data on the use of the websites provided (e.g., browser used, operating system used, referrer URL, time of server request, content retrieved, duration of use);
- IP address; and
- Other technical data comparable to the previous data.

### **3.2 What data do we process when you get in contact with us?**

Depending on your request, you can contact us via our online forms: contact form, service form, or application form on our website or by email, telephone, or in writing. When you contact us by email, telephone, or post, we regularly store and process only your email address, telephone number, address and the information you have provided to us. When you contact us via our online forms, we store your name, your organization, your address, your telephone number and email address, information relating to your inquiry and other information you have entered in the contact form.

## **4. Who do we collect your personal data from?**

Personal data is only collected directly from you, for example by visiting our websites or using the services offered, such as filling out an online form or contacting us by email.

## **5. For what purposes and on what legal basis do we process your personal data?**

We process your personal data only in accordance with the requirements of the General Data Protection Regulation ("**GDPR**") and the Federal Data Protection Act. In certain situations, we also process your personal data to comply with other statutory obligations or on the basis of your explicit consent.

### **5.1 For the performance of contractual obligations**

We may process your personal data to comply with contractual or quasi-contractual obligations or to enter into a contract, e.g., to provide our services or sell the products we offer.

### **5.2 For the compliance with a legal obligation**

Insofar as we are under legal obligations, for the compliance of which the processing of your personal data is necessary, we process your personal data on the basis of these legal obligations.

### **5.3 Based on our legitimate interests**

We also process your personal data to pursue our legitimate interests, unless your interests or fundamental rights and freedoms, which require the protection of your personal data, prevail.

Subject to a decision to be taken on a case by case basis, we generally assume that our legitimate interests will prevail in the following processing situations, which are not exhaustively listed:

- optimization of our products and services;
- analysis of the usage of our websites;
- ensuring the confidentiality and integrity of our IT systems; and
- cooperation with government authorities.

#### **5.4 Based on your consent**

If you have given us a separate consent for the processing of your personal data, we will process your personal data within the scope and on the basis of that consent. Consents can, for example, refer to the transfer of data for targeted advertising measures or sending newsletters.

Consent is always voluntary. The refusal of the consent or a withdrawal of the same will have no negative consequences for you.

#### **6. To whom do we transfer your data?**

We will forward your personal data if this is necessary for the conclusion, execution or termination of a contract or a quasi-contractual legal relationship within the scope of processing as described in the following.

##### **6.1 Transfer based on legal obligations or to safeguard legitimate interests**

Insofar as we are obliged to do so by law, by court decision or on the basis of an enforceable administrative order, we will transfer your personal data to bodies entitled to receive such information.

##### **6.2 Other transfers**

If you have given us a separate declaration of consent for the use and disclosure of personal data, your personal data may be disclosed to the recipients named there. In the context of the provision of third-party services on our websites, some personal data may be passed on to third parties. Beyond that, no personal data will be passed on to third parties unless there is a separate legal basis for the transfer in individual cases and your interests or fundamental rights and freedoms do not prevail.

#### **7. Do we transfer your data to third countries?**

Your personal data will generally not be forwarded to countries outside the United States, the European Union or the European Economic Area.

## 8. How long do we store your data?

We process and store your personal data only as long as it is necessary to pursue the purposes of processing.

The data collected and stored within the usage and provision of our websites will be deleted at any time upon request unless we have a specific interest in the ongoing retention, e.g., to prevent cyber-attacks.

If a longer storage period is required due to statutory retention and documentation obligations or in order to protect our legitimate interests, e.g., in the event of possible legal disputes, your personal data will be stored and processed even after the expiry of the above-mentioned period. Once a contract or similar relationship has been fully executed, we will, as far as possible, immediately restrict the processing of your personal data.

In the context of a contact inquiry we store your data in principle only for the duration, which is necessary, to answer your contact inquiry.

## 9. Your Rights

Below you will find a summary of your rights regarding the processing of your personal data:

### 9.1 Rights of access, deletion, rectification, restriction of processing and data portability

According to Article 15 GDPR, you have the right to obtain confirmation from us as to whether or not personal data concerning you is being processed by us, and where that is the case, you have a **right to access** the personal data and obtain further information.

According to Article 16 GDPR, you may have a **right to obtain the rectification of inaccurate personal data** concerning you without undue delay.

According to Article 17 GDPR, you may have a **right to obtain erasure** of personal data concerning you if (i) it is no longer necessary in relation to the purpose for which it is collected, (ii) you have withdrawn your consent on which the processing is based, (iii) you have objected to the processing pursuant to Article 21(1) GDPR and there are no overriding legitimate grounds for the processing, or the data subject objects to the processing pursuant to Article 21(2) GDPR, (iv) your personal data has been unlawfully processed, (v) the personal data has to be erased for compliance with a legal obligation to which Invotec is subject to, or (vi) the personal data has been collected in relation to the offer of information society services.

According to Article 18 GDPR, you may have a **right to obtain the restriction of processing**. Such right shall exist if (i) the accuracy of the personal data is contested by you, (ii) the processing is unlawful and you oppose the erasure of the personal data and request the restriction of its use instead, (iii) Invotec no longer needs the personal data for the purposes of the processing, but it is required by you for the establishment, exercise or defense of legal claims, or (iv) you have objected

to processing pursuant to Article 21(1) GDPR pending the verification of whether our legitimate grounds override yours.

According to Article 19 GDPR, you have the **right to obtain information** about the recipients of data to whom the rectification, erasure or restriction of processing has been communicated. According to Article 20 GDPR, you have the right to obtain personal data concerning you in a **structured, commonly used and machine-readable format** and to transmit the data to another controller.

If the processing or transfer of your personal data is based on a consent given by you, **you can withdraw your consent at any time** with no affect in the future.

According to Art. 77 GDPR, you can lodge a complaint against the processing of your data or any decision of Invotec in relation to one of your rights you have exercised, to a competent supervisory authority, in particular the supervisory authority at your residence, or the Hessian Data Protection Officer (*Hessische Beauftragte für Datenschutz und Informationsfreiheit*), post box 3163, 65021 Wiesbaden.

## 9.2 Contact

In order to exercise your rights under Section 9.1, you may contact us informally by post, fax or email at the contact details listed under Section 2.

## 9.3 RIGHT TO OBJECT PURSUANT TO ARTICLE 21 GDPR

### 9.3.1 OBJECTION BASED ON GROUNDS OF YOUR PARTICULAR SITUATION

ACCORDING TO ARTICLE 21(1) GDPR, YOU HAVE THE RIGHT TO OBJECT, ON GROUNDS RELATING TO YOUR PARTICULAR SITUATION, AT ANY TIME, TO PROCESSING OF PERSONAL DATA CONCERNING YOU WHICH IS BASED ON OUR LEGITIMATE INTERESTS INCLUDING PROFILING (E.G., CREDIT RATING). WE SHALL NO LONGER PROCESS THE PERSONAL DATA UNLESS WE DEMONSTRATE COMPELLING LEGITIMATE GROUNDS FOR THE PROCESSING WHICH OVERRIDE THE INTERESTS, RIGHTS AND FREEDOMS OF YOU, OR FOR THE ESTABLISHMENT, EXERCISE OR DEFENSE OF LEGAL CLAIMS.

### 9.3.2 OBJECTION IN CASE OF DIRECT MARKETING

ACCORDING TO ARTICLE 21(2) GDPR, YOU HAVE THE RIGHT TO OBJECT TO AT ANY TIME TO PROCESSING OF PERSONAL DATA CONCERNING YOU FOR PURPOSES OF DIRECT MARKETING, WHICH INCLUDES PROFILING TO THE EXTENT THAT IT IS RELATED TO SUCH DIRECT MARKETING. IF YOU OBJECT TO THE PROCESSING FOR DIRECT MARKETING PURPOSES, YOUR PERSONAL DATA WILL NO LONGER BE PROCESSED FOR SUCH PURPOSES.

### **9.3.3 CONTACT DETAILS**

YOU CAN SEND YOUR OBJECTION INFORMALLY BY POST, FAX OR EMAIL ADDRESSED TO:

INVOTEC, INC./INVOTEC GMBH  
MANAGEMENT  
FRANKFURT AIRPORT CENTER 1 HUGO-ECKENER-RING  
GEBÄUDE 234  
60549 FRANKFURT  
GERMANY

TEL.	+49 6764 9022 0
FAX	+49 6764 9022 101
E-MAIL	INFO@HAHN.GROUP

#### **10. Is there an obligation on your side to provide personal data?**

There is neither a contractual nor a legal obligation to provide us with your personal data for the use of our websites. However, if you wish to contact us, certain information may be necessary for us to process your inquiry.

#### **11. Is the processing based on automated decision making or profiling?**

You have the right not to be subject to a decision based solely on automated processing, including profiling, if the decision is not necessary for the conclusion or performance of a contract, is not required by mandatory law, or is not based on your express consent.

Invotec does not use any automated decision making processes, including profiling, unless we have explicitly informed you thereof.

#### **12. What type of cookies and tracking technology do we use?**

For the provision, maintenance and analysis of our websites and their use, we use various software tools from third parties and ourselves, which are regularly based on the use of cookies, flash cookies (also known as flash local shared objects), web beacons or similar technologies (collectively referred to as "**Tracking Technologies**"). Tracking Technologies can help us understand how you use our services (for example, the pages you view or the links you click and other actions you take with the services), provide us with information about your browser and online usage patterns (for example, IP address, log data, browser type, browser language, referring / exiting pages and URLs, pages viewed, whether you have opened an email, links clicked, etc.), and information about the devices you use to access our services. Tracking technologies enable us to link the devices you use to access our services so that we can recognize and, if necessary, contact you on the different devices you use.

You may limit the use of Tracking Technologies by changing your browser settings. You can determine what access you allow us to your devices and whether and for how long cookies can be stored on your device. You can also delete cookies that have already been placed on your device at any time. Please note that the functionality of our website may be impaired if all cookies are deactivated. Similar functions (e.g., Flash cookies), which are used by so-called browser add-ons, can be deactivated or deleted by changing the settings of the browser add-ons or via the website of the browser add-ons manufacturer.

### **12.1 What are cookies?**

A cookie is a small file that is transferred from the website's host server during use of a website and stored on the user's device (desktop computer, laptop, tablet, smartphone, and other Internet-enabled devices) by the browser used. Cookies are used to store information about the user and to retrieve it when the website is called up again.

### **12.2 What are cookies used for?**

Cookies help us understand your use of our websites, analyze trends, administer the websites, track a user's activity on our website, gather demographic information about our user base as a whole, navigate you efficiently between pages, remember your preferences and settings on our websites, and generally improve your browsing experience. We process the data collected using Tracking Technologies to (i) remember information so that you do not need to re-enter it during your visit or a repeat visit, (ii) recognize you across multiple devices, and (iii) monitor the functionality and performance of our websites, (iv) collect aggregated metrics relating to the total number of visitors, traffic, usage and demographic patterns on our websites, (v) diagnose and resolve technical problems, and (vi) implement other plans and improvements to our website.

### **12.3 What types of cookies are used on our websites?**

The cookies used on our website can usually be divided into one of the following categories: Mandatory cookies, analysis cookies, function-related cookies, and social network cookies.

#### **12.3.1 Mandatory Cookies**

These cookies are essential for the functioning of our website and enable you to move around our website and use its functions. Without these cookies, certain services necessary for the full use of our website cannot be provided.

#### **12.3.2 Analysis Cookies**

With the help of these cookies, we collect information about how users use our websites, e.g., which pages are accessed and read most frequently, or how users move from one link to the next. All information that this type of cookie collects does not relate to a single user, but is aggregated and processed with information from other users. Cookies provide us with analytical data on how our websites work and how we can improve them.



### **12.3.3 Functional Cookies**

These cookies allow us to store a specific selection made by you and to adapt our websites in such a way that they offer you extended functions and content. These cookies can be used, for example, to store your language selection or country selection.

### **12.3.4 Social Network Cookies**

To facilitate the exchange of content on the Internet, some of our websites may contain small third-party software applications, such as Facebook, Twitter or LinkedIn, for the exchange of data. Cookies are not stored by us, but by the third party on your device. We cannot control these cookies. You should therefore visit the third-party websites for further information.

### **12.4 How long are cookies stored on my devices?**

The duration of storage depends largely on whether the cookie is "persistent" or "session-related". Session-related cookies are deleted after you leave the website that set the cookie. Persistent cookies remain on your device even after you have stopped surfing until they are deleted or until they expire.

### **12.5 Third Party Tracking and Online Services**

For the provision of our Website we use the services of the following third parties. These third party tools fall within the categories of cookies as described above and shall help us to provide our services on our website or to advertise our products and services over the internet. We share or we permit Google Analytics, Hotjar, and Google Maps to collect information about your use of our website over time. The information we share is only provided through cookies or similar web tracking technologies, which recognize the device you are using and collect information, including click stream information, browser type, time and date you visited the site, and whether engage with us. The following contains additional information on these third-parties:

#### **12.5.1 Google Analytics**

We use Google Analytics to help us measure traffic and usage trends regarding the webpages and to understand more about the age and the population group of our users. On our behalf, Google will use this information to evaluate your use of the website, to compile reports on website activity and to provide other services relating to website activity and internet usage to us. You may refuse the use of cookies by selecting the appropriate settings on your browser, however, please note that if you do this you may not be able to use the full functionality of this website.

Your IP address transmitted by your browser as part of Google Analytics is not combined with other data from Google. We have also added the code "anonymizeIP" to Google Analytics on this website. Thereby your IP address is getting hashed (shortened), so that your data in general cannot be linked to you as a person. Only in exceptional cases is the full IP address transmitted to a Google server in the United States and shortened there.

We also utilize certain forms of display advertising and other advanced features through Google Analytics, such as Remarketing with Google AdWords. These features enable us to use first-party cookies and third-party cookies together to inform you about products and services, and to optimize and display ads based on your past visits to the service.

For information on how Google Analytics collects and processes data, as well as how you can control information sent to Google, review Google's site "How Google uses data when you use our partners' sites or apps" located at the following [Link](#). You can learn about Google Analytics' currently available opt-outs, including the Google Analytics Browser Ad-On at the following [Link](#). You may control your advertising preferences or opt-out of certain Google advertising products by visiting the Google Ads Preferences Manager, currently available at the following [Link](#), or by visiting NAI's online resources available under the following [Link](#).

### **12.5.2 Hotjar**

Our websites use Hotjar to capture analytics in the form of heat maps and recordings. These interactions help us measure navigation patterns throughout our website so we can tailor content accordingly. You can find more detailed information on Hotjar's data protection information here: [Link](#).

### **12.5.3 Google Maps**

We integrate the maps of the service "Google Maps" from Google. The data processed may include in particular IP addresses and location data which, however, are not collected and processed without your consent (usually as part of the settings of your desktop or mobile devices). The data may be processed in the USA. You can find more detailed information in Google's data protection information, which you can access here:

[Link](#)

[Link](#)

## **13. Technical Protective Measures**

For security reasons and to protect the transmission of confidential content that you send to us as a site operator, we use SSL or TLS encryption. You can recognize an encrypted connection by the fact that the address line of the browser changes from "http://" to "https://" and by the lock symbol in your browser line.

If SSL or TLS encryption is activated, the data you transmit to us cannot be read by third parties.