

Date: May 2018

Information for business partners and potential customers in accordance with Art. 13 / Art. 14 GDPR

We take the protection of your information serious. Therefore, Baier & Schneider GmbH & Co. KG, as a matter of course, uses its best efforts to comply with the statutory data protection regulations (EU General Data Protection Regulations (GDPR) and the German Federal Data Protection Act (BDSG)) to keep your information confidential.

Moreover, it is important to us that you are aware, at any time, of which information we store and how we use it. With our explanations below, we would like to inform you comprehensively and transparently about how we treat your data. We reserve the right to adjust this privacy notice from time to time to ensure such protection in the future as well, and, in particular, to comply with new legal requirements or technological developments.

Who is responsible for the processing of data and who is the data protection officer?

The controller, i. e. responsible for data processing, is:

Stewo International AG

Entlebucherstrasse 38

6110 Wolhusen

Switzerland

Telephone: +41 (0) 41 492 51 51

E-mail: info@stewo.com

In accordance with Art. 27 GDPR and as a non-EU resident Controller, we appointed as our representative: Stewo GmbH, Wollhausstraße 60-62, 74072 Heilbronn, Germany.

You can reach the data protection officer of our representative, Mr. Raphael Künzig, at:

Telephone: +49 (0) 7131/886-364

E-mail: datenschutz@brunnen.de

Which categories of data do we process?

If you are our **customer** or our **contact** at a customer, we process the following data categories: Personal master data (for example, name, date of birth), contact information (for example, telephone number, E-mail address), banking information, VAT identification number, Global Location Number (GLN), membership in associations (for example, purchasing associations), private interests (for example, hobbies), business registration information, private address, duration of employment in the company, connections in business networks.

If you are our supplier, vendor, or provider or our contact at a supplier, vendor, or provider, we process the following data categories: Personal master data (for example, date of birth), contact data (for example, telephone number, E-Mail address), banking information, VAT identification number, Global Location Number (GLN).

If you are a (potential) **customer** or our **contact** at a (potential) customer, we process the following data categories: Personal master data (for example, date of birth), contact data (for example, telephone number, E-Mail address), banking information, VAT identification number, Global Location Number (GLN).

Si vous êtes une personne/société **(éventuellement) intéressée** ou notre **contact** chez une personne/société (éventuellement) intéressée, les catégories de données que nous traitons sont les suivantes : données de base vous concernant (nom, date de naissance par exemple), coordonnées (numéro de téléphone, adresse E-Mail par exemple), coordonnées bancaires, numéro de TVA, Global Location Number (GLN).

For which purpose and based on which legal basis do we process your data?

We process your personal data in accordance with the provisions of the EU General Data Protection Regulations (GDPR) - as amended from time to time - and all other relevant laws (for example, German Commercial Code, German Civil Code, etc.).

1. To fulfil our contractual obligations (Art. 6 paragraph 1b) (GDPR)

The processing of personal data (Art. 4 No. 2 GDPR) takes place, for example, to process orders, to prepare quotations and take pre-contractual measures, to issue invoices, and supply or receive goods. The purpose of such processing is primarily focused on the performance owed by us.

2. In the context of justified interests (Art. 6 paragraph 1f) GDPR)

To the extent necessary, we also process your data to protect our own legitimate interests or that of third parties. This can be the case to:

- Ensure IT security or IT operation including tests
- Prevent or investigate crimes
- For statistical purposes
- Enquire about credit ratings with credit agencies
- For advertising purposes

If we process your information to protect any legitimate interests, you can object to such processing if there are reasons, based on your specific situation, that speak against the processing of your data.

Right to object to direct marketing:

You are entitled to object to the processing of your personal data for the purpose of direct marketing.

1. Based on your consent (Art. 6 paragraph 1a) GDPR, Art. 9 paragraph 2a) in connection with Art. 7 GDPR)

To the extent that you consented to the processing of your personal data for specific purposes (for example, to receive newsletters) it is legal to process your data based on your consent. You can withdraw your consent at any time. Please note that such a withdrawal applies to the future. Any processing that took place before the withdrawal shall not be affected.

2. Based on statutory requirements (Art. 6 paragraph 1c) GDPR)

It may be that we process your personal data to comply with legal obligations. This includes, for example, retention obligations under commercial or tax laws, and information provided to authorities, as the case may be.

Who receives your data?

Within our company, only such persons or functions (for example, departments) with a need to know to fulfil their contractual and statutory obligations or to protect our interests receive the personal data that are relevant for their duties.

Within our group of companies, your data is transferred to certain companies if they provide shared services for the affiliated companies of our group (for example, accounting, IT, purchasing, HR).

In addition, we partly use the services of various service providers or suppliers as processors (for example, IT service providers, auditing agents) to fulfil our contractual and statutory obligations.

Moreover, we can transmit your personal data to other recipients outside of the company to the extent that this is necessary to fulfil our contractual and statutory obligations. This can be, for example:

- Authorities (for example, tax offices, courts)
- Customer's bank (SEPA payment forms)
- Supplier's or service provider's bank (SEPA payment forms)
- Auditors, tax consultants

To the extent that you are a **customer** and gave us your consent, we publish your master and contact data on our website as part of the "Find a retailer at your location" function or disclose such data to enquiring consumers.

To the extent that it is necessary to fulfil our contractual and statutory obligations, we pass on your information to commercial agents with which we have corresponding contracts.

Moreover, we disclose data to credit agencies to do credit rating checks.

Which privacy rights can you exercise as a concerned party or data subject?

You can demand information about the personal data stored about you at the above-mentioned address. Furthermore, you can demand the correction or erasure of your data under certain circumstances. You may also be entitled to a right to restriction of processing of your data and a right to receive the information provided by you, in a structured, customary, and machine-readable format.

Right to objection:

You are entitled to object to the processing of your personal data for the purpose of direct marketing without stating any reasons. If we process your information to protect legitimate interests, you can object to such processing based on reasons that are due to your specific situation. We will cease to process your personal data, unless we can prove the existence of absolutely legitimate reasons for the processing that override your interests, rights, and freedoms, and unless the processing serves the assertion, exercise, or defence of legal claims.

Where can you file a complaint?

You can file a complaint with our above-mentioned data protection officer or a data protection agency. The competent data protection agency for our representative is:

Der Landesbeauftragte für den Datenschutz und die Informationsfreiheit Baden-Württemberg
Königstraße 10a, 70173 Stuttgart
Telephone: +49 (0)711/61 55 41 - 0 Fax: +49 (0)711/55 41 15
E-mail: poststelle@ldi.bwl.de

For how long will the data be stored?

We delete your personal data as soon as it is no longer required for the above-mentioned purposes. After the end of our contractual relationship, we will store your personal data as long as we are legally required to do so. This is based on the legal burden of proof and the retention obligations that are, among others, regulated by the Swiss law of obligations. According to these, these retention periods last up to ten years. Furthermore, it is possible that personal data is stored for a period of time in which claims can be asserted against us (statutory period of up to ten years).

Will your data be transferred to third countries?

Any information that you submit to us is stored on servers that are located in the European Union or in Switzerland. The EU Commission, in an adequacy decision, confirmed that Switzerland has a level of data protection that is comparable with that within the EU.

Are you obligated to provide data?

Within the framework of contracts, we process personal data that are necessary to establish, execute, and terminate contracts and to fulfil the related contractual obligations, or that are required to be collected by the law. Without such information, we are unable to execute our contracts with you.