

PRIVACY NOTICE FOR BUSINESS PARTNERS

The responsible handling of your personal data is very important to us. We place the highest priority on complying with all applicable data protection regulations, in particular the EU General Data Protection Regulation (GDPR), the Austrian Data Protection Act (DSG) and the Telecommunications Act (TKG).

In the context of our existing or future business relationship, we process certain personal data, such as your name or contact details. With this notice, we would like to inform you about which data we collect, for what purposes we use it, and which rights you are entitled to under data protection law.

Please note that this data processing is necessary in order to contact you, offer our services, or enable cooperation with you.

Depending on the nature of the cooperation or the services provided, this privacy notice may be supplemented by additional statements, information, or specific data protection provisions.

I. SCOPE OF THIS PRIVACY NOTICE

This Privacy Notice governs how Lechner processes personal data that are collected in the course of a business relationship with a (potential) contractual partner. It defines which categories of data are collected, stored, and processed. Furthermore, it describes the purposes for which such data are used, in particular for the initiation, performance, and administration of contracts, as well as for communication purposes. This Privacy Notice also informs the contractual partner about their rights under the GDPR and applicable national data protection laws. It ensures that data protection is observed throughout all phases of the business relationship.

2. DATA CONTROLLER

The data controller is your respective contractual partner with whom you have, or may have, a business relationship:

Lechner GmbH
Flugfeldstraße 60
2540 Bad Vöslau
Austria

Tel.: +43 (0) 2252 790 605
E-Mail: office@lechner-kunststoffteile.at

(hereinafter referred to as “Lechner”, “we” or “us”).

3. PROCESSING OF PERSONAL DATA

In the context of our business relationship, it may be necessary to process various personal data, in particular:

- **Business contact details:** such as name, salutation, contact person, position within the company, as well as business contact information including address, telephone, mobile, or fax number.
- **Individual information:** for example, your preferred language for communication, your role within the company, information from publicly available sources (e.g., the commercial register), or an internal customer number.
- **Billing data:** such as bank account details, VAT identification number, dunning data, turnover information, or blocking indicators, if required for transaction processing.
- **Data related to business transactions:** for example, information generated in connection with quotations, orders, contracts, invoices, delivery documents, or order confirmations, or voluntarily provided by you.

- **Visitor data:** for example, the date, location, name of the visitor, as well as the contact details of the visited employees at Lechner.

In many cases, we receive this data directly from you. However, it may also be provided to us by your company (e.g., by colleagues or supervisors), through public registers such as the commercial register, or by third parties (e.g., affiliated companies), provided this is legally permissible. Our IT systems may also automatically generate certain data, such as customer numbers.

Please note that not all of the data categories listed above are necessarily processed in every case – the actual use of data always depends on the specific circumstances and the purpose of the business relationship.

4. TYPES AND PURPOSES

In the context of our business relationship, we process your personal data for various operational and legally required purposes, including:

- **Communication:** To contact you and efficiently handle inquiries or requests.
- **Initiation, execution, and management of business processes:** This includes, for example, the processing of orders and projects, production, procurement, logistics, payment processing, customer service, accounting, quality control, audits, and contract management.
- **Security measures:** To ensure the safety of our products and services, as well as to protect our business premises and technical facilities (e.g., access control).
- **IT operations and IT security:** To maintain a secure and stable IT infrastructure.
- **Visitor management:** For organizing and conducting external visits, including guest reception, issuance of visitor badges, WLAN access, and hospitality.
- **Event organization:** For planning and conducting seminars, training sessions, and events.
- **Legal obligations:** To comply with legal requirements, such as tax and commercial retention obligations.
- **Direct marketing:** To inform you about our products and services, provided you have not objected.
- **Insurance processing:** To handle any potential insurance claims.
- **Data protection and compliance:** To comply with data protection requirements and for internal data protection management.
- **Legal matters:** For legal advice, the assertion and defense of claims, the resolution of legal disputes, and the protection of our contractual rights.

The processing of this data is necessary to achieve the purposes mentioned above. If certain information is not provided, this may result in our inability to fulfill contractual or legal obligations or to provide the desired services. Please note that not all of the purposes listed apply in every case – this depends on the specific circumstances and your role within the business relationship. The examples given for each purpose are for illustrative purposes only and are not exhaustive.

5. LEGAL BASIS

The processing of your personal data is based on various legal provisions:

Primarily, we rely on Article 6(1)(b) GDPR, as the processing is necessary for the initiation and performance of contracts with you. In addition, we process data on the basis of our legitimate interests pursuant to Article 6(1)(f) GDPR, for example to ensure efficient workflows and a secure business operation. In certain cases, we are legally obliged to process personal data, for example to comply with tax or commercial law requirements. In such cases, processing is carried out in accordance with Article 6(1)(c) GDPR. If none of these legal bases apply, we will – where necessary – obtain your explicit consent and rely on Article 6(1)(a) GDPR for processing. Such consent can be withdrawn at any time with effect for the future; the lawfulness of the processing carried out prior to withdrawal remains unaffected.

6. DO WE SHARE YOUR DATA?

Personal data is only shared with other departments within our affiliated companies (see: locations) when this is necessary for the purposes set out in this Privacy Notice and legally permissible.

Furthermore, it may be necessary to disclose personal data to external partners, such as lawyers, tax advisors, auditors, or logistics companies, who assist us in carrying out business processes.

In addition, we engage service providers (so-called processors) to process data on our behalf. These service providers are contractually obligated to comply with applicable data protection requirements and may only use the data for the specified purposes.

Any further disclosure of your personal data to third parties occurs only if required by law, necessary for the assertion or defense of legal claims, or in the event of an official or judicial obligation. Possible recipients in such cases include courts, authorities, or legal representatives.

If data is transferred to countries outside the European Union or the European Economic Area (“third countries”), we ensure that this is done in compliance with applicable data protection regulations. Such transfers only take place if:

- a decision of adequacy by the European Commission exists,
- standard contractual clauses of the EU have been concluded with the recipient,
- binding internal data protection rules pursuant to Article 47 GDPR are in place,
- the recipient is part of a certified data protection system, or
- a legally permissible exception under Article 49 GDPR applies (e.g., if the transfer is necessary for the performance of a contract or if you have given your explicit consent).

7. HOW LONG IS YOUR DATA RETAINED?

Your personal data will only be retained for as long as it is necessary for the purposes set out in this Privacy Notice. Once these purposes have been fulfilled, we will delete your data – unless statutory retention obligations (e.g., under tax or commercial law) or other legally permissible reasons require longer storage.

8. YOUR RIGHTS

Under the GDPR, you, as the data subject, have a number of rights designed to ensure the protection and transparency of your personal data:

- You have the right to obtain information about which personal data we process about you (Art. 15 GDPR).
- You can request that inaccurate or incomplete data be corrected (Art. 16 GDPR).
- Under certain conditions, you have the right to have your data deleted (“right to be forgotten,” Art. 17 GDPR).
- In certain cases, you may request the restriction of the processing of your data (Art. 18 GDPR).
- If you raise specific reasons, you have the right to object to certain processing activities (Art. 21 GDPR).
- Where technically feasible and legally permissible, you can request that we provide your data in a structured, commonly used, and machine-readable format or transfer it to a third party (Art. 20 GDPR).
- If the processing of your data is based on your consent, you have the right to withdraw your consent at any time. A withdrawal only affects processing going forward – it does not affect the lawfulness of processing carried out before the withdrawal.

9. OTHER INFORMATION

If you have any questions regarding your personal data, please contact us at:
office@lechner-kunststoffteile.at.