

**Privacy statement:**

The activities of Electro-Thermit GmbH & Co. KG, Chemiestraße 24, 06132 Halle, Germany (“Elektro-Thermit” hereinafter) include the provision of process-oriented qualification. If your employer has selected you for process-oriented qualification or an enterprise has registered you for process-oriented qualification, the storage of certain data is a necessary prerequisite for the process-oriented qualification to take place.

The following is to inform you about the processing of your data.

If your qualification request is directed not to Elektro-Thermit but to another company, please inquire with that company about the office responsible for data processing. In case of any questions on data protection, you are kindly requested to contact the office in charge of your data.

1. Responsibility for the collection and processing of data as defined in the General Data Protection Regulation (GDPR) and in other national data protection laws of EU member states as well as in other provisions of data protection law lies with:

Elektro-Thermit GmbH & Co. KG  
Chemiestraße 24  
06132 Halle  
Germany

2. The Data Protection Officer of Elektro-Thermit is:

Lawyer Torsten Lutze  
c/o  
Elektro-Thermit GmbH & Co. KG  
Chemiestraße 24  
06132 Halle  
Germany  
(Att.: Data Protection Officer)  
<mailto:datenschutz@goldschmidt.com>

3. Scope of data processing:

We process personal data only in so far as required for process-oriented qualification and for the fulfilment of the contractual obligations under the qualification service contract.

4. In the context of process-oriented qualification, personal data is processed to perform the contractual services unless the data subject has consented to the data being processed beyond that purpose.

Processing of data is based either on consent or on a provision of law.

5. Legal basis for the processing of personal data:

- a) The legal basis for any processing of personal data for which we obtain the data subject's approval is Art. 6 Sect. 1 (a) of the General Data Protection Regulations of the EU (EU GDPR).
- b) The legal basis for processing routines required for the performance of a contract to which the data subject is party is Art. 6 Sect. 1(b) of the GDPR. The same applies to processing routines required for the execution of any measures prior to the effective date of the contract.
- c) The legal basis for processing routines required for the fulfilment of a legal obligation to which Elektro-Thermit is subject is Art. 6 Sect. 1(c) of the GDPR.
- d) If vital interests of the data subject or another natural person require the processing of personal data, the legal basis is Art. 6 Sect. 1(d) of the GDPR.
- e) If processing routines are required to safeguard any reasonable interest of Elektro-Thermit or of any third party and such interest is not overridden by the interests, basic rights and basic liberties of the data subject, the legal basis for processing is Art. 6 Sect. 1(f) of the GDPR.

6. Deletion of data, storage period

Elektro-Thermit deletes or blocks personal data as soon as the purpose of storage ceases to exist. Data may be stored beyond such period where storage is provided by law, in particular if retention periods must be observed.

The continued storage of data may result from the necessity of storage for the formation of a contract or the fulfilment of a contract. Data is stored in compliance with Elektro-Thermit's guidelines for retention and with applicable law, or until you request us to delete such data. Please be informed that your right to have data deleted may be restricted by statutory retention periods, which we have to observe.

7. To be able to prepare process-oriented qualification we need the following data, which will also be stored in a qualification-related database: surname, first name, date of birth, company affiliation, photo.

Where necessary for contract performance or for contacting, the following additional data are processed: address, email address, telephone number.

In addition, the specific qualification data will be stored.

The legal basis for the processing of the data is Art. 6 Sect. 1(b) of the GDPR together with Art. 6 Sect. 1(f) of the GDPR. Your personal data may also be used to contact you.

8. Disclosure of data to third parties:

Elektro-Thermit will not disclose your data to third parties without your consent.

9. Your rights:

You have the following rights against us in respect of your personal data:

- Right to information  
You have the right to request information on how we process your personal data and to receive a copy of such personal data.
- Right to correction or deletion  
You have the right to have inaccurate personal data about you corrected and to have incomplete personal data completed.  
You have the right, subject to any conflicting rights, to have your personal data deleted.
- Right to restriction of processing  
You have the right to request us to restrict the processing of your personal data, so that we shall no longer process such data until the restriction is rescinded.
- Right to object  
You have the right to object to the processing of your personal data. In such case your data shall no longer be processed unless compelling legitimate grounds for processing exist which override your interests, rights and freedoms or the processing serves to establish, exercise or defend any legal claims.
- Right to data portability  
You have the right to receive the personal data, which you have provided to us in a structured, commonly used, and machine-readable format and, under certain circumstances, to have such data transmitted to other enterprises/organizations.

Moreover, you have the right to file a complaint with a competent supervisory authority about how we process your personal data.

**Consent to the disclosure of data to third parties:**

I give my consent to the disclosure of my personal data for purposes of proving the progress of qualification and to enable my employer or principal to monitor my qualification, to the following parties:

a) To the principal of the qualification to inform him about my qualification results. The principal is named in the qualification agreement. If necessary, please contact your employer to obtain more information in that respect.

(please mark)

b) To my employer, in particular to my employer's supervisory staff responsible for the process-oriented qualification.

In particular, I agree that such persons are informed about my qualification progress and that qualification is co-ordinated via my employer.

(please mark)

c) I agree that proof of my process-oriented qualification is sent to my employer for him to pass it on to me.

(please mark)

These approvals may be withdrawn at any time. Please note that it may not be possible to send proof of the process-oriented qualification to you directly. In this case, please refer to your employer. Please note also that we have no influence on any effects a withdrawal of your approval may have under your employment contract.

\_\_\_\_\_  
Place, date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DAY / MONTH / YEAR  
DATE OF BIRTH

\_\_\_\_\_  
IN BLOCK LETTERS  
FIRST NAME / SURNAME