
Data protection Statement

i.GLUESYSTEMS GmbH is happy about your visit to this website and your interest in our products and services. We would like to inform you here that we take protection of your personal data and their confidentiality very seriously. Therefore, we would like to inform you about which data we save when and what purpose we use them for, of course under observation of the applicable data protection provisions, in the following data protection notice.

If you have any questions on how your personal data are handled beyond this, please feel free to contact our data protection officer; the contact details can be found below.

Validity of the data protection statement

The continuous technological further development, changes to the legal situation and our services, as well as other reasons, may require adjustments of our data protection notice. We therefore reserve the right to change this data protection statement at any time and ask you to check the current status periodically. i.GLUESYSTEMS GmbH will not inform you proactively.

This data protection declaration shall apply to all i.GLUESYSTEMS GmbH websites and their sub-sites. These may contain cross-references (links) to third-party companies that this data protection declaration does not cover.

General information on data protection at i.GLUESYSTEMS GmbH

Unless presented differently in the following paragraphs, personal data shall generally not be collected, processed or used during use of our websites.

When you access our websites, our web servers will automatically record general information. This includes the type of web browser, the operating system used, the domain name of the internet service provider, the IP address of the computer used, the website from which you visit us, the pages that you visit on our site and the data and duration of your visit.

We cannot use these data to identify the individual user. We will only statistically evaluate the information and use it only to improve appeal, contents and functions of our websites and to permanently ensure these.

The term of personal data

The term of personal data is defined in the Federal Data Protection Act. According to this, these are individual data about personal or factual situations of a determined or determinable natural person. This includes your actual name, address, phone number or birth date.

The EU General Data Protection Regulation (GDPR), which will enter into effect as of May 25th, 2018, defines personal data as follows:

Any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

Collection and processing of personal data

i.GLUESYSTEMS GmbH will only collect personal data when you disclose it on your own, e.g. to perform an order, for registration with the academy or an event. You will be informed about the intended purpose of processing and, if necessary, asked to consent to storage.

i.GLUESYSTEMS GmbH and its service providers (e.g. Lettershops) will use the information collected during your registration for performance of our services, by mail.

You may, of course, object to use of your data for advertising purposes towards i.GLUESYSTEMS GmbH, address, under datenschutz@i-gluesystems.com, or revoke your granted consent at any time. Without your consent, the personal data collected in the scope of our websites will be used only for processing of the order or to reply to requests.

i.GLUESYSTEMS GmbH Your data will not be sold, rented out or provided to third parties in any other manner than described here. Personal data shall only be submitted to state institutions and authorities in the scope of mandatory national legal provisions. Our employees, cooperation partners and distributors are obligated to strictest secrecy by us.

Applications

You may apply to i.GLUESYSTEMS GmbH via mail. Your online application will be forwarded to the HR department directly via an encrypted connection and, of course, be treated confidentially. Of course, your information will only be used for processing of your application and will not be passed on to any third parties outside of i.GLUESYSTEMS GmbH.

If you have applied for a specific job and that job has already been filled or if we consider you equally or even more suitable for a different job, we would like to forward your application within our company. Please inform us if you do not consent to forwarding. Your personal data will be deleted at once after the end of the application proceedings, or after 6 months at most if you have not expressly consented to longer storage of your data. You may revoke your consent to storage of your personal data at any time, effective for the future, by submitting a brief message datenschutz@i-gluesystems.com.

Contact

You have the option of contacting us via our email address or the contact form. Of course, we will use the personal data submitted to us in this manner only for the purpose for which you submit them to us when you contact us.

As far as we request any input via our contact form that is not necessary for contacting us, we have always marked this as optional. This information serves to specify your request and improve processing of your request. Disclosure of this information shall expressly be on a voluntary basis and with your consent. As far as this is information on communication channels (e.g. email address, phone number), you also agree that we may contact you through this communication channel as well in order to answer your request. Of course, you may revoke this consent at any time, effective for the future.

Please contact info@i-gluesystems.com or our data protection officer for this, whose contact details you can find below.

Data transfer

Your data will generally not be transferred to any third parties outside of i.GLUESYSTEMS GmbH, except if we are legally required to do so or if forwarding of the data is required to perform the contract, or if you have expressly consented to passing on of your data. External service providers and partner companies will only receive your data as far as this is required to process your request. In this case, handling of the submitted data shall, however, be limited to the required minimum. As far as our service providers and partners come into contact with your personal data, we will ensure that they comply with the provisions of the data protection laws in the same manner.

Please also note the respective data protection notices of the providers. The respective service providers shall be responsible for the contents of third-party services. We shall review the services for compliance with the statutory requirements at the reasonable scope.

Cookies, IP address, anonymized use evaluation

This website uses Google Analytics, a web analysis service of Google Inc. ("Google"). Google Analytics uses "cookies", i.e. text files that are stored on your computer and that permit analysis of your use of the website. The information generated by the cookie regarding your use of this website (including your IP address) will be transferred to a server of Google in the USA and stored there. Google will use this information in order to evaluate your use of the website, in order to compile reports on the website activities for the website operators and in order to render further services connected to use of the website. Google may also pass this information on to third parties as far as required by law or as far as third parties process these data on the order of Google. Google shall in no case combine your IP address with any other data of Google. You may prevent installation of the cookies by setting your browser software accordingly; however, please note that you may be unable to use all functions of this website in full then. By using this website, you agree to processing of the data collected about you by Google in the manner and for the purpose described above.

By using this internet offer, you agree to processing of the data collected about you by Google in the manner and for the purpose described above.

You may prevent the installation of Google cookies by setting your browser software accordingly and thus prevent collection and processing of your user data. However, please note that you may be unable to use all functions of this internet offer in full.

Social Bookmarks

Our website has Social Bookmarks (e.g. of Facebook and Xing) integrated. Social Bookmarks are internet bookmarks with which users of such a service may collect links and messages. These are only integrated into our website as links to the respective services. After clicking the integrated graphic, you will be forwarded to the page of the respective provider, i.e. user information will only be transferred to the respective provider then. Information on handling of your personal data when using these websites can be found in the respective data protection provisions of the providers.

Data security

i.GLUESYSTEMS GmbH uses technical and organizational safety measures in order to protect your data managed by us from accidental or willful manipulation, loss, destruction or access by unauthorized persons. Our safety measures will be continually improved according to the technological development. We have aligned our company in accordance with ISO 27001 (information protection management).

Rights of data subjects

If your personal data are processed, you are a data subject within the meaning of the GDPR and you have the following rights towards the controller:

- **Right to information according to section 15 GDPR**
You may demand confirmation from us on whether personal data referring to you are processed by us. If we have processed any data on you, you have further information rights named in section 15 GDPR.
- **Right to correction**
If your data that we have recorded about you are inaccurate or incomplete, you may demand rectification according to section 16 GDPR without delay.
- **Right to restriction of processing**
Subject to the provisions of section 18 GDPR, you may also demand restriction of processing of the personal data referring to you under certain circumstances. After the restriction, your data must only be processed with your consent or to assert, exercise or defend legal claims or to protect the rights of any other natural person or legal entity, or for reasons of an important public interest of the Union or a member state. We will inform you before the restriction is revoked.
- **Right to deletion**
If one of the reasons from section 17 para. 1 GDPR is present, you may demand that we erase the personal data referring to you without delay, except if an exception from the deletion obligation according to section 17 para. 3 GDPR applies.
- **Right to information**
If you have asserted your right to rectification, deletion or restriction of processing against us, we shall be obligated according to section 19 GDPR to inform all recipients of your personal data of this, except if notification is impossible or subject to an unreasonable effort. You also have the right to be informed about the recipients. You have the right to be informed about these recipients by the controller.
- **Right to transferability of data**
You also have the right according to section 20 GDPR to receive the personal data referring to you from us in a machine-readable format and to transfer the data to another controller without obstruction if the prerequisites of section 20 para. 1 lit. a GDPR are met.
- **Right to object**
You have the right to object to distribution of the personal data referring to you towards i.GLUESYSTEMS GmbH according to set. 6 para. 1 lit. f GDPR. You have the right to revoke consent granted to us at any time, effective for the future. This shall only require an informal notification of the responsible office or datenschutz@i-gluesystems.com. If you revoke your consent, we shall delete your personal data. Data that we must keep due to archiving obligations under the law, articles of associations or contracts, shall be blocked instead of being deleted in order to prevent use for any other purposes.

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- i.GLUESYSTEMS GmbH shall no longer process your personal data, except if protection-worthy reasons for processing overrule your interests, rights and freedoms or if processing serves to assert, exercise or defend legal claims.
 - Right to revocation of the declaration of consent under data protection law
You have the right to revoke your declaration of consent under data protection law at any time by declaration towards i.GLUESYSTEMS GmbH. Revocation of your consent shall not affect legality of the processing that took place due to your consent until revocation.

Data protection officer:

i.GLUESYSTEMS GmbH

Ulmer Straße 53/1

D-73262 Reichenbach a. d. F.

Tel.: +49 7153 9297-885

E-Mail: datenschutz@i-gluesystems.com

Contact information of the officer:

i.GLUESYSTEMS GmbH

Ulmer Straße 53/1

D-73262 Reichenbach a. d. F.

E-Mail: info@i-gluesystems.com

represented by the management:

Board of directors:

Peter Fichte, Katharina Stokar