

Information on Data Protection for Customers

Information on Data Protection about the processing of the personal data of Article 13, 14 and 21 of the General Data Protection Regulation (GDPR) of the Company Langer & Laumann Ing.-Büro GmbH

Dear customer,

in accordance with the requirements of Art. 13, 14 and 21 of the General Data Protection Regulation (GDPR), we hereby inform you about the processing of the personal data collected about you as well as your related data protection rights.

Which data is processed in detail and in which manner it is used depends to a large extent on the requested or agreed services.

In order to ensure that you are fully informed about the processing of your personal data in the context of the performance of a contract or the implementation of pre-contractual measures, please take note below.

1. Information about us as controllers of your data

Langer & Laumann Ing.-Büro GmbH
Wilmsberger Weg 8
48565 Steinfurt
Germany
Telephone: +49 (2552) 927910
Email: [info\[at\]lul-ing.de](mailto:info[at]lul-ing.de)

2. The controller's data protection officer is:

Langer & Laumann Ing.-Büro GmbH
– Data protection supervisor –
Email: [datenschutz\[at\]lul-ing.de](mailto:datenschutz[at]lul-ing.de)

3. Purposes and legal bases of the processing

We process your personal data in accordance with the provisions of the European General Data Protection Regulation (GDPR) and the Federal Data Protection Act (BDSG), if these are necessary for the establishment, implementation and performance of a contract and for the implementation of pre-contractual measures.

Insofar as the disclosure of personal data is necessary for the initiation or implementation of a contractual relationship or in the context of the implementation of pre-contractual measures, processing in accordance with Art. 6 sec. 1 lit. b GDPR is legal.

If you give us explicit consent to the processing of personal data for specific purposes (e.g. transfer to third parties, evaluation for marketing purposes or commercial address), the legality of this processing is given on the basis of your consent in accordance with Article 6 (1) lit. a GDPR. Consent given can be revoked at any time with effect for the future (see “right to object”, section 7 of this Data Protection Information).

If necessary and permitted by law, we process your data beyond the actual contractual purposes for the fulfilment of legal obligations in accordance with Art. 6 sec. 1 lit. c GDPR. In addition, processing may be carried out to safeguard legitimate interests by us or third parties in accordance with Art. 6 sec. 1 lit. f GDPR. If necessary, we will inform you separately, stating the legitimate interest, insofar as this is required by law.

4. Categories of personal data

We process personal data that are related to the foundation of the contract or the pre-contractual measures. This may be general data about you or persons of your company (name, address, contact details, etc.) as well as any further data that you provide to us within the scope of the foundation of the contract.

5. Recipient of the data

We only pass on your personal data to the areas and persons within the company who need this data in order to fulfil the contractual and legal obligations or to implement our legitimate interest.

Data is only passed on to recipients outside the company if statutory provisions permit or require it, the transfer is necessary for the execution and thus for the fulfilment of the contract or at your request, for the implementation of pre-contractual measures, if you have given us your consent or we are authorized to provide information. Under these conditions, recipients of personal data may include:

- Public bodies and institutions (e.g. police, supervisory authorities, public prosecutors, tax office) in the event of a legal or official obligation
- Recipients to which disclosure is immediately necessary for the establishment or performance of the contract, such as parcel services.
- Other data recipients for which you have given us your consent to transfer data.

6. Duration of data storage

If necessary, we process and store your personal data for the duration of our business relationship or for the fulfilment of contractual purposes. This includes, among other things, the initiation and execution of a contract.

In addition, we are subject to various retention and documentation obligations, which are, among other things, arising from the German Commercial Code (HGB) and Tax Ordinance (AO). The retention and documentation deadlines stipulated there are two to ten years.

Finally, the storage period also depends on the statutory limitation periods, which, for example, according to §§ 195 esp. pages of the Civil Code (BGB) are normally three years, but in some cases are also up to thirty years.

7. Your rights

Every data subject has the right to obtain information under Art. 15 GDPR, the right to rectification under Article 16 GDPR, the right to erasure under Art. 17 GDPR, the right to restrict processing under Art.18 GDPR, the right to notification under Article 19 GDPR and the right to data portability under Art.20 GDPR.

In addition, there is a right of appeal to a data protection supervisory authority under Article 77 GDPR if you believe that the processing of your personal data is not lawful. The right to appeal is without prejudice to any other administrative or judicial remedy.

If the processing of data is carried out on the basis of your consent, you are entitled under Art. 7 GDPR to revoke your consent to the use of your personal data at any time.

Please note that the revocation will only work for the future. Processing carried out prior to revocation is not affected. Please also note that we may need to retain certain data for a certain period of time in order to comply with legal requirements (see section 6 of this Data Protection Information).

Right to object

Insofar as the processing of your personal data is carried out in accordance with Art.6 sec.1 lit. f GDPR in order to safeguard legitimate interests, you have the right, in accordance with Article 21 GDPR, to object to the processing of this data at any time for reasons arising from your particular situation. We will no longer process this personal data, as we can demonstrate compelling reasons for processing. These must outweigh your interests, rights and freedoms, or the processing must serve to assert, exercise, or defend legal claims.

To safeguard your rights, please feel free to contact us.

8. Necessity of the provision of personal data

The provision of personal data for the establishment, the implementation and the fulfilment of the contract, or for the implementation of pre-contractual measures is generally not required by law or contract. You are therefore not obliged to provide information on personal data. Please note, however, that these are usually necessary for the decision on the conclusion of a contract, the fulfilment of the contract or for pre-contractual measures. Insofar as you do not provide us with any personal data, we may not be able to make a decision within the scope of contractual measures. We recommend that you always provide only those personal data that are necessary for the conclusion of the contract, the performance of the contract or pre-contractual measures.

As of: 08/31/2020