

# PRIVACY POLICY

## JONAS & REDMANN GROUP GMBH

### 1. Personal Data and How It Is Collected at Jonas & Redmann

Personal data under the meaning of the General Data Protection Regulation (GDPR), which entered into force on 25 May 2018, is defined as follows:

All information that can be linked with a certain natural person or make said person identifiable. This includes data on this person that can be used to clearly differentiate said person from other persons. Generally speaking, Jonas & Redmann does not collect any personal data from visitors to or users of our website. We only collect personal data when these users provide it to us within the scope of voluntary use of our website and it therefore results from contact that we did not initiate. We collect and process all personal data that is transmitted to us in this way pursuant to the GDPR.

### 2. Processing, Use, and Transfer of Personal Data by Jonas & Redmann

Personal data is only processed and used within the scope of the respectively applicable regulations governing this, or after prior consent has been obtained, pursuant to Article 6(1) of the GDPR. Furthermore, we only process this type of the data to fulfill contractual or other obligations, or to safeguard a justified interest.

Jonas & Redmann deletes all (personal) data that is transferred to us as soon as further processing, use, and/or transfer of this data no longer appears necessary.

Personal data that we have collected or which has been transferred to us, such as names, addresses, phone numbers, e-mail addresses, and so on, will generally not be transferred to third parties. However, as exceptions to this rule, this data may be transferred when we have prior, express consent to the transfer of this data as well as when we are obligated to do so under law.

To the extent that this is necessary, all personal data that we transfer in this way will be reduced to the required minimum. At the same time, we will ensure that the third party is also obligated to uphold the relevant applicable laws on data protection.

Our website may contain links that direct to other websites. Jonas & Redmann is not responsible for the content of these sites. Although we carefully review these websites, they may have been changed following our review and potentially violate applicable law. If this is the case, Jonas & Redmann is fully opposed to such content.

Since all linked websites are not under the control of Jonas & Redmann, and do not reflect the information which we offer, these websites are subject to other terms of use and/or privacy policy provisions that deviate from our own.

These terms of use for the respective website and/or the respective privacy policy regulations should be available on the respective website as soon as you have been forwarded to said website after clicking the link.

### 3. Contact Forms

Our website includes the option to contact us using contact forms. All personal data transferred to us in this way is therefore subject to the purpose limitation related to the query or message submitted to us. If additional personal data is transferred to us within the scope of a query, this personal data, which has been voluntarily submitted to us, will merely be used to optimize the processing of the respective process. Naturally, voluntary consent to the processing, use, and transfer of personal data by Jonas & Redmann can be revoked at all times by contacting XYZ@jonas-redmann.com (see below).

### 4. Applications Sent to Jonas & Redmann

As regards applications, we collect and process personal data that has been transferred to us solely within the scope of the respective application. This data is sent to us by post as well as electronically via e-mail. None of the personal data that we collect or which is transferred to us for this purpose is transferred to third parties. No third parties in this sense are affiliated companies of Jonas & Redmann pursuant to Article 15 et seqq. of the German Stock Corporation Act.

We ensure that statutory requirements are upheld regarding all data that is transferred to us for application purposes. This includes, for instance, the storage and processing of this kind of personal data.

Personal data transferred to us for this purpose that leads to an employment relationship with Jonas & Redmann will be stored pursuant to the respectively applicable statutory provisions.

Personal data transferred to us for this purpose that does not lead to an employment relationship with Jonas & Redmann will be deleted 18 months after its receipt at the latest. Exceptions to this rule are only permitted if we have previously been provided with express consent for a longer storage period or if deletion does not obstruct any other justified interests of the parties responsible for processing.

### 5. Safeguarding through reCAPTCHA

Jonas & Redmann prevents the machine-controlled and/or automated collection and processing of personal data by using Google's reCAPTCHA for all contact masks and similar that can be used on our website. This transfers personal data to Google and therefore submits it to the relevant Google Privacy Policy provisions.

### 6. Data Security at Jonas & Redmann

All the security measures that we implement regarding the personal data which we collect or which is transferred to us serve to protect against:

- unauthorized access to this data,
- any changes being made to this data, and
- the loss of this data.

When implementing these measures, we work with state-of-the-art in technology and in compliance with the relevant laws.

## 7. Rights Related to Personal Data Processing Pursuant to the GDPR

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### Right of access

Alongside the general right to be informed as to whether Jonas & Redmann has collected personal data, data subjects are also entitled to all additional rights to be informed pursuant to Article 15 of the GDPR.

### Right to rectification

Pursuant to Article 16 of the GDPR, data subjects can demand the rectification of incorrect personal data that has been transferred or collected.

### Right to be forgotten

The right for personal data to be forgotten can be exercised pursuant to Article 17(1) of the GDPR. This right to the deletion of personal data that has been transferred to us or which we have collected excludes the circumstances defined in Article 17(3) of the GDPR.

### Right to restrict processing

Article 18 of the GDPR stipulates that the processing of personal data can be restricted if the relevant prerequisites are fulfilled.

### Right to be notified

If rights pursuant to Articles 16, 17, and 18 of the GDPR are asserted against us, Jonas & Redmann shall be obligated, pursuant to Article 19 of the GDPR, to inform all recipients of the personal data that we have collected or which has been transferred to us. This excludes circumstances in which this right to be notified proves impossible or involves disproportionate effort.

The right to be notified also includes the option to be notified as to who has received the personal data.

### Right to data portability

Pursuant to Article 20 of the GDPR, data subjects can assert their right against Jonas & Redmann to be provided personal data that we have collected or which has been transferred to us in a machine-readable format or for this data to be transmitted to another controller without hindrance from us. However, this necessitates the fulfillment of the prerequisites also laid out in Article 20(1) of the GDPR. The previously summarized right to data transfer pursuant to Article 20 of the GDPR shall not apply if the processing of personal data that we have collected or which has been transferred to us is required to perform a task in the public interest or to exercise official authority.

### Right to object

If reasons against processing of personal data collected by or transferred to Jonas & Redmann should exist, objection to this processing can be voiced to us at any time. After receiving the respective objection, the respective personal data that we have collected or which has been transferred to us will no longer be processed by Jonas & Redmann, provided that legitimate reasons for further processing do not outweigh the objection, or that rights and freedoms, such as those to the assertion, exercise, or defense of claims to rights do not make further processing of the personal data collected by or transferred to Jonas & Redmann necessary.

Moreover, data subjects have the right to revoke declarations of consent made regarding data protection at any time. This does not affect the legality of processing that Jonas & Redmann has carried out using personal data that has been collected by or transferred to us up until the time of such revocation.

### **Right to lodge complaints with responsible supervisory authorities**

Other judicial remedies under administrative law or judicial law notwithstanding, a data subject can exercise their right to lodge a complaint with the responsible supervisory authority, provided that it can be demonstrated to such authority that the processing of personal data that has been collected by or transferred to Jonas & Redmann violates the GDPR. If the right to lodge a complaint is asserted by a data subject, the respectively responsible supervisory authority will inform the complainant regarding the progress of the complaint, as well as of the option of a judicial remedy pursuant to Article 78 of the GDPR.

### **8. Disclaimer**

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All personal data collected by or transferred to Jonas & Redmann is subject to constant internal review and updates. For this reason, it cannot be ruled out that the personal data that has been collected by or transferred to Jonas & Redmann has been subjected to change. Jonas & Redmann therefore cannot guarantee that the personal data which it has collected or which has been transferred to it is correct and up-to-date. Jonas & Redmann is also not liable for the correctness and/or completion of the personal data that we collect or which is transferred to us.

### **9. Changes to the Jonas & Redmann Privacy Policy**

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This Privacy Policy is subject to continuous modification contingent upon the constant growth of and changes to the Internet. The respective latest version of the Jonas & Redmann Privacy Policy can be accessed on our website at all times.

### **10. Controller**

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The controller under the meaning of the GDPR etc. is:

Jonas & Redmann Group GmbH  
Kaiserin-Augusta-Allee 113  
10553 Berlin, Germany

Phone: (+49-30) 23086-60  
Fax: (+49-30) 23086-65099  
E-Mail: [info@jonas-redmann.com](mailto:info@jonas-redmann.com)

If you have questions, would like information, or have suggestions regarding data protection, you can contact us by writing to the following e-mail address:  
[privacy@jonas-redmann.com](mailto:privacy@jonas-redmann.com)