



PRIVACY POLICY

Version 12/2017

Thank you for your interest in our web presence. Herewith we, the companies of the HARKE Group, would like to inform you about our Privacy Policy. We would like to point out that possibly we collect and use your personal data - however accordant to the regulations of the data protection law of the Federal Republic of Germany only. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used. To make this notice easy to find, we make it available on our homepage and at every point where personally identifiable information may be requested.

1. Subject of data protection

Personal data are defined as any information concerning the personal or material circumstances of an identified or identifiable natural person ("data subject"), §3 BDSG. For example your name, your address, telephone number and possibly also your IP.

2. Data communication and - logging for internal system and statistic purposes

During your access to our web page your internet browser transfers data for technical reasons automatically to our web server. Among other things these are the date and time of the access, the URL of the referring web page, the recalled file, the quantity of the data sent, type and the version of the browser, operating system as well as your IP address. These data are stored separately from other data you may give us in connection of the use of our offer. These data will not be attributed to a certain person (as this is currently not technically possible anyway). We look at the data on a collective basis, in summary form, rather than on an individual basis. These data are evaluated for statistic purposes and deleted subsequent.

3. Range of data collection and data storage

To be able to furnish our services, it might be necessary to receive some personal data. E.g. we will need personal data with regard to the transmission of handouts, the provision of software for downloads as well as to be able to answer individual inquiries. Providing personal data is voluntary. If you do decide not to provide correct personal data –which you might do-, and it is obvious that the data are not correct, we are not obliged to transmit any information.

For your inquiry via the contact form, we collect only the data, which are necessary for the processing of your inquiry. The information of other data is optional. The data are used only for the processing of your inquiry and will be not transmitted to Third parties. You via the contact form given data are not used for advertising purposes without your consent. The personal data will be extinguished, as far as they are not necessary anymore and no legal storage requirements stand in the way of the deletion. You can revoke the approval of the processing of your data any time via the address given in the imprint.

4. Restricted data use

We consider the principle of restricted data use. Therefore we collect, process and store your personal data for the purposes, for which you communicated them to us, only. As far as not absolutely necessary for the contribution of the services, without your express consent your personal data will not be passed to third parties. Notwithstanding the above policies, we reserve the right to disclose your personal information to appropriate third-parties if we are required to do so by law or we believe that such action is necessary e.g. to comply with legal process such as a search warrant or court order; to protect the company's rights and property; or to protect against misuse or unauthorized use of our web site. After conclusion of the contract your data will be locked. After expiration of the relevant preservation duties accordant tax and commercial regulations your personal data will be deleted, as far as you have not given your express consent to further use of this data. If you receive our newsletter due to registration by providing your email address, we will use your email address beyond contract execution for own advertising purposes also, as long as you do not cancel it.

5. Right of access to personal data

You have the right to receive any time information about the data stored to your person, including origin and receivers of your data as well as the purpose of the data processing. Please send your inquire in writing or by e-mail to the contact address given in the imprint, or to our data protection representative under datenschutz@agad.de.

6. Cookies

The Internet sites use so-called Cookies at several places. They serve to make our offer user-friendly, actual and saver. Cookies are small text files which are filed on your computer and which your browser stores. Most of the Cookies used by us are so-called Session-Cookies. They are automatically extinguished after the end of your visit. Cookies cause no damage on your computer and contain no viruses.