

## Data Privacy Statement

### **1. Information about the acquisition of personal data and information on the host of this internet website**

The following is information about the personal data we acquire when you use this website. Personal data is any data which can be related to you personally, e.g. your name, address, e-mail addresses and behavior as a user.

### **2. Data acquisition**

We gather information when you access and use our website and when you register or log on.

When you are using our website, technical data such as the IP address of your network, date, time, time zone and status of the file requested, information about the website from which you access our website, the type of your browser and the version of your operating system is transmitted to us for a limited period.

We request certain information such as your name, your contact details and your user account settings when you register or log on to our website.

When you buy our products, we naturally need further data to enable us to perform the contract, e.g. your contact details, payment information, credit card number, invoice amount, currency or your bank details if you have given us a direct debit mandate.

### **3. Data security**

We are using up-to-date technical measures to guarantee data security, in particular to protect your personal data against hazards during data transmission and disclosure to third parties. These measures are continuously adjusted to the latest technologies.

### **4. Acquisition of personal data for informational use**

When you are using our website for information only, that is if you do not log on or register for the purpose of using our website or transmit information to us otherwise, we will not acquire data except the data which your browser sends to enable you to access our website. That data is:

- IP address
- Date and time of your request
- Time zone difference to Greenwich Mean Time (GMT)
- Content of your request (the actual web page)

- Access status/http status code
- The data volume transmitted
- The website from which your request originates
- Browser
- Operating system and its user interface
- Language and version of the browser software

## 5. Cookies

Moreover, cookies will be stored on your computer when you use our website. Cookies are small text files which are stored on your hard disk in a way referring to the browser you are using and which provide certain information to the party placing the cookie (in this case: to us). Cookies cannot execute programs or transmit viruses to your computer. They are used to make the internet more user friendly and more efficient as a whole.

[We use cookies to enable us to identify you at your next visit if you have an account with us. Otherwise, you would need to log on again at every visit.]

a) This website uses cookies to the following extent:

- Transient cookies (temporary use)
- Persistent cookies (time-limited use)
- [Third-party cookies (from third-party providers)]
- [Flash cookies (permanent use)]

b) Transient cookies are automatically deleted when you close your browser. They in particular include session cookies which store a so-called session ID that can be used to assign different requests from your browser to the same session. This enables your computer to be recognized when you return to our website. Session cookies are deleted when you log off or close your browser.

c) Persistent cookies are automatically deleted after a defined time which may be different depending on the cookie. You can at any time delete the cookies in the security settings of your browser.

d) You can configure your browser settings as desired and for example reject acceptance of third-party cookies or all cookies. However, we point out that if you do this you may not be able to use all the functions of our website.

[e) The Flash cookies used are not registered by your browser but by your Flash plugin which stores the necessary data irrespective of the browser you are using and they do not have an automatic expiry date. If you do not wish Flash cookies to be processed, you need to install an appropriate add-on, e.g. "Better Privacy" for Mozilla

Firefox (<https://addons.mozilla.org/de/firefox/addon/betterprivacy/>) or Adobe Flash Killer Cookie for Google Chrome.]

[(3) This stored information is stored separately from other data possibly provided to us. In particular, the cookie data is not linked to your other data.]

## 6. Use of Google Analytics

This website uses Google Analytics, a web analysis service provided by Google Inc. ("Google"). Google Analytics uses so-called cookies, i.e. text files, which are stored on your computer and enable an analysis of the use of our website by you. The information on your use of the website generated by the cookies is usually transmitted to a Google server in the USA and stored there. If IP anonymization is activated on this website, Google will, prior to transmission, shorten your IP address within the Member States of the European Union or in other contracting states of the Treaty on the European Economic Area. Only in exceptional cases will the full IP address be transmitted to a Google server in the USA and shortened there. On behalf of the operator of this website, Google will use this information to evaluate your use of the website, to compile reports of the website activities and to provide additional services associated with website use and internet use to the website operator.

(2) The IP address transmitted by your browser in the context of Google Analytics will not be combined with other Google data.

(3) You can prevent the cookies from being stored by making an appropriate setting in your browser software. However, we point out that if you do this you may not be able to use all the functions of the website to the full extent.

(4) In addition, you may prevent acquisition of the data generated by the cookie by Google that relate to your use of the website (including your IP address) and the processing of the data by Google by downloading and installing the browser plugin provided at the following link: <http://tools.google.com/dlpage/gaoptout?hl=de>.

(5) This website uses Google Analytics with the extension "\_anonymizeIp()". Due to this, IP addresses are shortened before further processing, so direct reference to a person can be ruled out.

(6) Google Analytics is used in accordance with the preconditions on which the German data protection authorities and Google have agreed. Information about the third-party provider: Google Dublin, Google Ireland Ltd., Gordon House, Barrow Street, Dublin 4, Ireland, fax: +353 (1) 436 1001. User terms and conditions: <http://www.google.com/analytics/terms/de.html>, overview regarding data protection:

<http://www.google.com/intl/de/analytics/learn/privacy.html> and the data privacy statement: <http://www.google.de/intl/de/policies/privacy>.

## 7. Use of XXLAPPs technologies

In order to statistically evaluate visitor access, technologies from XXLAPPs GmbH are used to record, process and store data for marketing purpose and to track website visitors. Based on these data, the technology from XXLAPPs GmbH determines an address, but only in cases in which it can be ensured that the visitor is a company and not an individual person. So-called cookies may be used in this respect. Cookies are small text files which are stored on your computer and are utilised to analyse your use of the website. The company data recorded by XXLAPPs GmbH may also contain personal data. XXLAPPs GmbH may use information left behind during visits to the website to create anonymised utilisation profiles. If IP addresses are recorded, they are made anonymous immediately after recording by deleting the last number block. Data recording and storage by XXLAPPs GmbH for this website may be [revoked](#) at any time with effect for the future

## 8. Use of social media plugins

(1) At the moment, we are using the following social media plugins: [Facebook, Google+, Twitter, Slideshare, LinkedIn, Vimeo]. We use the so-called 'two-clicks solution', i.e. when you visit our website, personal data is as a rule not forwarded to the providers of these plugins. You can identify the provider of the plugin by the marking on the grayed box with the help of the initial letter. Data that can be related to you personally will only be transmitted when you click on one of the plugins. Activation of a plugin will cause data to be transmitted automatically to the respective plugin provider and to be stored there (at US-American providers in the USA). We have no influence on the data acquired and the data processing and we do not know the full extent of data acquisition, the purposes and the storage periods. As the plugin provider acquires data in particular by means of cookies, we recommend deleting all cookies using the security settings of your browser before you click on the grayed box.

(2) When you activate a plugin, the plugin provider is informed that you have accessed the respective sub-page of our website. In addition, the data mentioned in this Statement is transmitted; in the case of Facebook and Xing, only an anonymized IP address is gathered, according to the respective providers. This is done irrespective of whether or not you have an account with the plugin provider and are logged in to the account. If you are logged in to the plugin provider, the data is assigned directly to your account. When you click the activated button and e.g. link the page, the plugin provider will store that information as well in your user account and publicly inform your contacts about this. If you do not wish this assignment to your profile at the plugin provider to take place, you need to log off before you activate the button.

(3) The plugin provider will store this data as user profiles and use it for advertising, market research and/or the demand-based design of its website. Such evaluation will take place (also for users who are not logged on) in particular to show demand-based advertising and to inform other users of the social network about your

activities on our website. You have a right to object to the creation of these user profiles but need to contact the respective plugin provider to exercise it.

(4) More information about the purpose and extent of data acquisition and processing by the plugin providers is provided in their data privacy statements at the links shown below which also contain information about your relevant rights and possible settings to protect your privacy.

(5) Addresses of the providers and URLs with their data protection policies:

- a) Facebook Inc., 1601 S California Ave., Palo Alto, California 94304, USA; <http://www.facebook.com/policy.php>; more information on data acquisition: <http://www.facebook.com/help/186325668085084>, <http://www.facebook.com/about/privacy/your-info-on-other> applications and <http://www.facebook.com/about/privacy/your-info> everyoneinfo.
- b) Google Inc., 1600 Amphitheater Parkway, Mountain View, California 94043, USA; <https://www.google.com/policies/privacy/partners/?hl=de>.
- c) Twitter, Inc., 1355 Market St, Suite 900, San Francisco, California 94103, USA; <https://twitter.com/privacy>.
- d) Xing AG, Gänsemarkt 43, 20354 Hamburg, DE; <http://www.xing.com/privacy>.
- e) Slideshare, Wilton Place, Dublin 2, Irland, <https://www.linkedin.com/legal/privacy-policy>.
- f) LinkedIn Corporation, 2029 Stierlin Court, Mountain View, California 94043, USA; <http://www.linkedin.com/legal/privacy-policy>.
- g) Vimeo LLC, 555 West 18th Street New York, New York 10011, <https://vimeo.com/privacy>.

## 9. Embedded third-party services

(1) We have included YouTube videos on our website which are stored at <http://www.YouTube.com> and can be played back directly from our website. They are all included in the "extended data protection mode" which means that no data about you as a user is transmitted to YouTube if you do not play back the videos. The data specified in Section 2 will be transmitted only when you play back the videos. We have no influence on this data transmission.

On our website, we have [in addition] embedded contents of the following third-party providers: [Google Maps, RSS feeds, graphics].

(2) When you visit our website, the third-party provider will be informed that you have accessed the respective sub-page of our website. Moreover, the data specified in this statement will be transmitted. This is done irrespective of whether the third-party provider provides a user account to which you are logged in or whether no user account exists. If you are logged in to the plugin provider, this data will be assigned directly to your account.

(3) The plugin provider will store this data as user profiles and use it for advertising, market research and/or the demand-based design of its website. Such evaluation will take place (also for users who are not logged on) in particular to show demand-based advertising and to inform other users of the social network about your activities on our website. You have a right to object to the creation of these user profiles but need to contact the respective plugin provider to exercise it.

(4) More information about the purpose and extent of data acquisition and processing by the plugin providers is provided in their data privacy statements at the links shown below which also contain information about your relevant rights and possible settings to protect your privacy.

(5) Addresses of the providers and URLs with their data protection policies:

a) YouTube LLC, 901 Cherry Ave, San Bruno, CA 94066, USA

<https://www.google.de/intl/de/policies/privacy/>

b) Google Inc. 1600 Amphitheater Parkway, Mountain View, CA 94043, USA

[https://static.googleusercontent.com/media/www.google.com/de/intl/de/policies/privacy/google\\_privacy\\_policy\\_de.pdf](https://static.googleusercontent.com/media/www.google.com/de/intl/de/policies/privacy/google_privacy_policy_de.pdf)

## **10. Use of functions of our website**

(1) Apart from the content of our website provided for information only, we also offer various services which you can use if you are interested. To do this, you will usually need to provide additional personal data which we will use to provide the respective service. Where additional voluntary information can be provided, this is appropriately indicated.

(2) When you contact the service provider by e-mail or using the contact form, we will store your e-mail address and, if provided by you, your name and your telephone number, to answer your questions.

## **11. Data transfer to third parties**

(1) We may transfer your personal data to third parties if we offer participation in a campaign or a sweepstake, bookings or the conclusion of contracts jointly with a third-party provider. In that case, you will be made aware separately of the transfer to third parties prior to transmission of your data.

(2) Partly, we use external service providers to process your data. We have carefully selected them and contracted them in writing. They are bound by our instructions and we check them on a regular basis. These service providers will not pass on the data to third parties. If these service providers are located in [the USA], we will inform you of this in connection with the respective functions. That data processing as well will be according to current law.

## **12. Use of the blog function**

(1) You can make public comments in our blog in which we publish postings on relevant topics. When you submit a comment, it will be published at the relevant posting and the user name you have provided (which may be a pseudonym) will be shown. Statement of your website is voluntary. When you post a comment, we will

internally store your e-mail and IP address, the latter being deleted automatically. This is because under certain circumstances we may be held liable for the publication of unlawful content. The comments will not be examined prior to publication. However, we will check them on a random basis and may delete them if they contain anything which might be unlawful.

(2) When you write your comment, you can mark a check box to order an e-mail service that will inform you when another user posts a comment on the same posting. For this, the so-called double-opt-in method is used, i.e. you will be sent an e-mail in which you will need to confirm that you are the owner of the address and wish to receive the message. You can at any time unsubscribe from these messages by clicking the link contained in the e-mail. Your personal data will then be deleted upon expiry of applicable storage periods.

(3) This commenting function uses the Disqus plugin operated by Big Head Labs, Inc., <http://www.disqus.com> (hereafter: "Disqus"). With this plugin, you can not only post a comment as a guest without registering but, as a logged-in user, you can also post comments on all websites that are using Disqus and log on to Facebook (via Facebook Connect), Twitter, Yahoo and OpenID using existing accounts. Should you log on via these providers, they will also acquire, store and use your data. More information is provided in the data privacy policies of the respective provider. Disqus will transmit to us the data provided in the comment form and the data possibly communicated by the third-party providers. The responsible party ("*Verantwortliche Stelle*") that acquires and processes the data mentioned above in the USA is Big Head Labs, Inc., San Francisco, USA. Terms of use: <http://help.disqus.com/customer/portal/articles/466260-terms-of-service/>; data privacy policy: <http://help.disqus.com/customer/portal/articles/466259-privacy-policy>. [End of addendum]

### **13. Contact form**

The data you enter in the contact form will be used exclusively for our correspondence with you. Your data will not be transmitted to a third party. You can at any time revoke your declaration of consent. To do this, please send an e-mail to [FIT-Marketing@freudenberg-it.com](mailto:FIT-Marketing@freudenberg-it.com).

### **14. Right to information**

(1) You have the right to request information from us at any time about the data we have stored about you and about its origin and the recipients or categories of recipients to which the data is transferred and about the purpose of its storage.

(2) If you have given your consent to the use of data, you may revoke your consent at any time.

(3) Please send all your requests for information or objections to data processing by e-mail to [FIT-Marketing@freudenberg-it.com](mailto:FIT-Marketing@freudenberg-it.com). Should you have questions about the processing of your personal data, you may contact our data protection officer who will be available with his team for requests for information, suggestions or complaints.

Beauftragter für den Datenschutz (data protection officer) Sebastian Feik  
Dellbrücker Straße 116  
51469 Bergisch Gladbach