

# GDPR Policy and Privacy Statement



The protection of your privacy and the protection of your data is very important to us.

To ensure that you are fully aware of the collection and use of personal information, please note the information below.

## Policy and Privacy Statement according to the EU General Data Protection Regulation (GDPR)

### 1. Information about the collection of personal data

1.1. The following document is to inform you about the collection of personal data (when using our website and provided to us by other means) during the development and conclusion of a contractual relationship between you and John P. Kummer Ltd (JPK Ltd). Personal data is all data which personally refers to you, such as (but not limited to): Name, address, e-mail addresses and user behavior.

1.2. Responsible Party (Paragraph 7, article 4) is:

John P. Kummer Ltd  
6 Woodstock Court  
Blenheim Road  
Marlborough SN8 4AN  
Tel: 0044 1672 518150  
Email: sales-uk@jpkummer.com  
<https://www.jpkummer.com/en/>  
(see also our Contacts - United Kingdom)

Those responsible for data protection can be reached at

- Sales-uk@jpkummer.com

or in writing to the above postal address with the addition "The data protection officer".

1.3. We process personal data that we receive from you in your capacity as an authorized representative of a legal entity (prospective customer and / or customer).

When you contact us by e-mail or through a contact form or other means, we will collect the information you have provided to answer your questions. Relevant personal data of the authorized representative may be: your first and last name, your address, your e-mail address, your telephone number and, if applicable, your fax number and gender.

We delete the data that arises in this context after the storage is no longer required or limit the processing if there are statutory retention requirements. We also process personal data which we have legitimately gained and are able to process from publicly available sources (such as trade and association registers, press, media, Internet etc.).

1.4. If we rely on sub-contractors to provide service to you or if we wish to use your data for advertising purposes, we will inform you about the intended transactions. Where applicable we will also advise you of the anticipated length of time your data will be stored.

### 2. Collection of personal data when visiting our website

2.1. In the case of merely informative use of the website, i.e. if you do not register or otherwise provide us with information, we only collect the personal data that your browser transmits to our server. If you wish to view our website, we collect the following data that is technically necessary for us to display our website and to ensure the stability and security (Article 6.1):

- IP address
- Date and time of the request
- Time zone difference to Greenwich Mean Time (GMT)
- content of the request (concrete page)
- Access status / HTTP status code
- each transferred amount of data
- Website from which the request comes
- Browser
- Operating system and its interface
- Language and version of the browser software.

2.2. In addition to the aforementioned data, cookies are stored on your computer when you use our website. Cookies are small text files stored on your hard drive associated with the browser you are using. As a result, certain information is retained. Cookies cannot run programs or transmit viruses to your computer. They serve to make the Internet offer more user-friendly and effective overall.

2.3. Use of cookies:

2.3.1. This website uses the following types of cookies, their scope and Functioning explained below:

- Transient cookies (see 2.3.1.1.)
- Persistent cookies (see 2.3.1.2.)

2.3.1.1. Transient cookies are automatically deleted when you close the browser. These include in particular the session cookies. These store a so-called session ID, with which various requests from your browser can be assigned to the common session. This will allow your computer to be recognized when you return to our website. The session cookies are deleted when you log out or close the browser.

2.3.1.2. Persistent cookies are automatically deleted after a specified period, which may differ depending on the cookie. You can delete the cookies in the security settings of your browser at any time.

2.3.2. You can configure your browser setting according to your wishes. For instance, you may decline the acceptance of third-party cookies or all cookies. Please be aware that you may not be able to use all features of this site.

## 2.4. Use of Google Analytics:

On our website we use Google Analytics, a web analytics service provided by Google Inc. ("Google"). Google Analytics uses so-called cookies which allow an analysis of the use of the website by you. The information generated by the cookie about your use of this website is usually transmitted to a Google server in the USA and stored there. However, if IP anonymization is activated on this website, your IP address will be shortened by Google beforehand within member states of the European Union or other parties to the Agreement on the European Economic Area. Only in exceptional cases will the full IP address be sent to a Google server in the US 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 on website activity and to provide other services related to website activity and internet usage to the website operator. The IP address provided by Google Analytics as part of Google Analytics will not be merged with other Google data. You can prevent the storage of cookies by a corresponding setting of your browser software; however, please note that if you do this, you may not be able to use all the features of this website to the fullest extent possible. In addition, you may prevent the collection by Google of the data generated by the cookie and related to your use of the website (including your IP address) as well as the processing of this data by Google by using the link below

<http://tools.google.com/dlpage/gaoptout?hl=gb>

Use the feature to download and install the available browser plugin.

For more information about Terms of Use and Privacy, please see <https://www.google.com/analytics/terms/gb.html> or under <https://www.google.com/policies/privacy/>

Please note that on this website Google Analytics has been extended by the code "gat.\_anonymizeIp();" in order to ensure an anonymous collection of IP addresses (so-called IP-Masking).

## 3. Your rights

3.1. You have the following rights with respect to the personal data concerning you:

- Right to information (Article 15 GDPR),
- Right to rectification (Art. 16 GDPR),
- Right to cancellation (Art. 17 GDPR),
- Right to restriction of processing (Art. 18 GDPR),
- Right to object to processing (Article 21 GDPR),
- Right to data portability (Article 20 GDPR).

You may revoke your consent to the processing of personal data at any time. (See Clause 9 below). This also applies to the revocation of declarations of consent, which were issued to us before the validity of the GDPR, ie before May 25, 2018. Please note that the revocation will only take effect in the future. Processing that occurred before the revocation is not affected.

3.2. You also have the right to complain to a data protection supervisory authority about the processing of your personal data by us [under Art. 77 GDPR and any other relevant UK

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legislation]. The data protection supervisory authority responsible for John P. Kummer Ltd is the

Information Commissioner's Office  
Wycliffe House, Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Telephone no. 01625 545745  
<https://ico.org.uk>

## 4. Data provision duty

In the context of our business relationship with the legal entity you represent to us, you must provide us with the personal information necessary to carry out our work and in particular to fulfill the related contractual obligations to which we are required by law. Without these data, we may not be able to provide you with our services.

## 5. Purpose of processing and legal basis

We process the aforementioned personal data in accordance with the provisions of the GDPR and any other related UK legislation

- 5.1. On the basis of your consent (Article 6 (1a) GDPR)  
Insofar as you have given us consent to the processing of personal data for specific purposes (e.g. disclosure of data to us or our sister companies), the legality of such processing is based on your consent. A given consent can be revoked at any time. This also applies to the revocation of declarations of consent that were given to us before the validity of the EU GDPR, i.e. before 25 May 2018. Please note that the revocation only becomes effective in the future and that processing is not affected until then.
- 5.2. For the fulfillment of contractual obligations (Article 6 (1b) GDPR)  
The processing of personal data takes place for the execution of our contracts, i.e. the provision of goods and services to our customers or for the implementation of pre-contractual measures. Further details on the purpose of data processing can be found in the respective contract documents and terms and conditions.
- 5.3. Due to legal requirements (Article 6 (1c) GDPR) or in the public interest (Article 6 (1) GDPR)  
As a company, we are subject to various legal obligations and notifications, i.e. legal requirements such as tax laws.
- 5.4. In the context of the consideration of Legitimate Interests (Article 6 (1f) GDPR)  
If necessary, we store and process your data beyond the actual fulfillment of the contract on the basis of a legitimate interest of ours, or yours, or of a third party. Examples where this applies may be the assertion of legal claims and defense in legal disputes and also to ensure continuity of service and support and to allow us to make you aware of product issues, etc.

## 6. Data access

Within our company, various employees gain access to the information they need to fulfill our contractual and legal obligations. Suppliers, service providers and agents employed by us may also receive data for these purposes if they comply with data protection regulations. With regard to the

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data transfer to recipients outside of our company, please note that we commit ourselves to secrecy about all customer-related facts and assessments to which we become aware. We may only disclose information about you if it is allowed under the legal basis described above

## **7. Transmission of the data to a third country**

A transfer of data to offices in countries outside the EU or the EEA (so-called third countries) will only take place if this is necessary for the execution of deliveries and / or services for the customer or required by law (eg tax reporting obligations); You have given us your consent or agreed as part of a order processing. If service providers are deployed in third countries, they are required to comply with the level of data protection in Europe in addition to written instructions by agreeing to EU standard contractual clauses.

## **8. Duration of data storage**

We process and store your personal data as long as necessary to support you as a customer.

If the data are no longer required for the performance of contractual or legal obligations, they will be deleted on a regular basis, unless their (temporary) processing is required for the following purposes:

- Fulfillment of commercial and tax retention periods, for example, according to the relevant statutory and contractual requirements.

## **9. Case-specific right of objection according to Art. 21 GDPR**

You have the right at any time, for reasons arising from your particular situation, to request that we cease processing of personal data relating to you.

Upon receipt of such a request we will cease to process your personal data unless we can demonstrate compelling legitimate grounds for processing that outweigh your interests, rights and freedoms, or the processing is intended to assert, exercise or defend legal claims. Please submit your objection to our data protection officer using the contact information above.