

Privacy statement on websites

Data processing in general

Scope of the processing of personal data

The processing of personal data is limited to data that is required to operate a functional website and for the provision of content and services. The processing of personal data of our users is based on the purposes agreed or on a legal basis (GDPR). We only collect personal data that is necessary to implement and process our tasks and services or if you provide data voluntarily.

Your rights (rights of the persons affected)

You have the right to request information about any of your personal data we process. In particular, you have the right to request information about the purpose of the processing, the categories of personal data, the categories of recipients who will have access or were disclosed with your data, the duration periods for saving the personal data, whether there is a right to adjust/correct, erase, restrict or object, transmission of data, the source of your data if not collected through us and if we use automatic decision-making technologies including profiling.

Additionally, you have the right to revoke a previously granted consent to use your personal data at any time. If you believe that, the processing of your personal data is inconsistent or contradicts the applicable data protection laws you have the possibility to lodge a complaint with the data protection office.

Description and scope of data processing

Provision of the website

This website uses Google Analytics, a web analysis service of Google Inc ("Google"). Google Analytics uses "cookies", which are text files placed on your computer, to help the website analyze how users use the site. 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 within member states of the European Union or in other contracting states of the Agreement on the European Economic Area. Only in exceptional cases will the full IP address be transmitted to a Google server in the USA and truncated there. Google will use this information on behalf of the operator of this website for the purpose of evaluating your use of the website, compiling reports on website activity and providing other services relating to website activity and internet usage to the website operator. The IP address transmitted by your browser as

part of Google Analytics will not be merged with other Google data. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website. You can also prevent the collection of data generated by the cookie and related to your use of the website (including your IP address) to Google and the processing of this data by Google by downloading and installing the browser plug-in available at the following link (<http://tools.google.com/dlpage/gaoptout?hl=de>).

You can prevent the collection of data by Google Analytics by clicking on the following link. An opt-out cookie will be set to prevent the future collection of your data when you visit this website: tools.google.com/dlpage/gaoptout

You can find more information on terms of use and data protection at <http://www.google.com/analytics/terms/de.html> or at <https://www.google.de/intl/de/policies/>.

We would like to point out that on this website Google Analytics has been extended by the code “anonymi-zelp” in order to ensure an anonymized collection of IP addresses (so-called IP masking).

Cookies

We use cookies on our website to ensure a user-friendly experience. Cookies are small files that are managed by the user's web browser and are directly stored on the respective device (Laptop, Tablet, Smartphone etc.) whenever you visit our website. Cookies are stored as long as you do not delete them. This process allows us to recognize your browser on your next visit. If you do not wish to use cookies, you can change the settings in your browser accordingly. You will then be notified whenever your browser attempts to create a cookie and you can decide whether you want to allow the cookie. However, please note that a deactivation of cookies may result in a limited user experience and you may not be able to use every function of our website. Legal basis for the processing of data through cookies is article 6 (1) lett. f GDPR.

Contact

If you send us an email or another form of electronic message, your data will only be used to process your inquiry and possible further questions you might have. Legal basis for the processing of your inquiry is article 6 (1) lett. b GDPR. We will delete your email address after completing your inquiry.

Download of files

We do not require personal data for you to download content from our website.

Social plugins

All embedded social plugins use the two-click process. This means that the recording of your surfing patterns via a plugin will only start if you activate it. If you are logged in to a social media account while using our website this plugin will register the visit on our website on the first click and can match it to your account.

Library scripts (Google Webfonts)

To display our content correctly and graphically appealing, we use script and fonts libraries such as Google Webfonts (<https://www.google.com/webfonts/>) on our website. Google Webfonts are loaded in your browser's cache to avoid having to repeat the loading process. If your browser does not support or allow Google Webfonts, the content of the website will be displayed in standard font.

Calling script or fonts libraries will trigger automatically and establish a connection with your browser and the operator of the libraries. Thereby it is possible– although currently unclear whether and to what purpose – that the operators of said libraries collect your data. The privacy statements of Google as an operator of said libraries can be found here:

<https://www.google.com/policies/privacy/>

Adobe Typekit

For our visual design of the website we use Adobe Typekit. Typekit is a service provided by Adobe Systems Software Ireland Ltd that allows us to access a font library. In order to embed the fonts used in our website, your browser has to establish a connection to a server of Adobe situated in the USA to download the required font. Hence Adobe receives information, that your IP address was used to access our website. Additional information to Adobe Typekit as well as Adobe's privacy policies and statements can be found here:

<https://www.adobe.com/privacy/typekit.html>

Data security

We use a common encryption technology "SSL" in connection with the highest encryption levels that are supported by your browser. If a page on our website was/is being transmitted encrypted it is shown by the lock symbol in the address bar of your browser.

Additionally, we use appropriate technical and organizational security measures to protect your data from accidental or intentional manipulation, partial or complete loss, destruction, or to prevent unauthorized access by third parties. Our security measures are continuously upgraded according to the latest technological developments.