

Privacy policy of ASCONSIT GmbH

Status: 01/2024

Thank you for your interest in our website.

The protection of your personal data when collected, processed and used on the occasion of your visit to our website is an important concern for us. Your data will be protected within the framework of the legal regulations.

Please take a moment to read the information below. They provide you with information about how we handle your personal data, how and for what purpose this data is used, with whom we share this data and how we protect your personal data.

Your personal rights are our top priority and we will do our best to protect and guarantee these rights.

Controller for the processing of your personal data within the meaning of the European General Data Protection Regulation is:

ASCONSIT GmbH

Zeppelinstraße 21

21337 Lüneburg

Phone: [+49 4131 6041680](tel:+4941316041680)

E-mail: info@asconsit.com

Data Protection Officer:

If you have any questions about data protection, please do not hesitate to contact our data protection officer HBSN GmbH.

Mr. Oliver Peters

Mobile: [+49 175 1054595](tel:+491751054595)

e-mail: peters@hbsn-gruppe.de

Internet: www.hbsn-gruppe.de

Competent supervisory authority for data protection:

The State Commissioner for Data Protection Lower Saxony

Prinzenstraße 5
30159 Hannover
Phone: [+49 511 1204599](tel:+495111204599)
E-mail: poststelle@lf.d.niedersachsen.de

Collection and processing of data

Every access to our website and every retrieval of a file stored on the website is logged. The storage is used for internal system-related and statistical purposes.

The following are logged:

- name of the retrieved file,
- date and time of retrieval,
- amount of data transferred,
- notification of successful retrieval,
- operating system used,
- browser and browser type,
- the website from which the link was transferred,
- the Internet service provider,
- visited pages and
- requesting domain

In addition, the IP addresses of the requesting computers are logged. However, the person responsible does not draw any conclusions about a person.

This data is only required to be able to display the content of our website correctly, to optimize the content for you in the long term and to support criminal prosecutions in the event of hacker attacks. The data is processed on the basis of our legitimate interest pursuant to Art. 6 para. 1 subpara. 1 lit. f) GDPR. The processing of the data is necessary for the operation of the website.

The data will be stored for as long as it is needed to fulfil the purpose for which it is intended and then automatically deleted.

This data will not be merged with other data sources.

SSL or TLS encryption

This site uses SSL or TLS encryption for security reasons and to protect the transmission of confidential content, such as orders or inquiries that you send to us as the site operator. You can recognize an encrypted connection by the fact that the address bar of the browser changes from "http://" to "https://" and by the lock symbol in your browser line.

If SSL or TLS encryption is activated, the data you transmit to us cannot be read by third parties.

Cookies

Our website uses so-called "cookies". Cookies are small text files and do not cause any damage to your device and do not contain viruses. They are stored either temporarily for the duration of a session (session cookies) or permanently (permanent cookies) on your device. Session cookies are automatically deleted at the end of your visit. Persistent cookies remain stored on your device until you delete them yourself or until they are automatically deleted by your web browser.

Most of the cookies we use are so-called "session cookies". They are automatically deleted at the end of your visit. Other cookies remain stored on your device until you delete them. These cookies allow us to recognise your browser the next time you visit.

You can set your browser so that you are informed about the setting of cookies and only allow cookies in individual cases, exclude the acceptance of cookies in certain cases or in general, and activate the automatic deletion of cookies when the browser is closed. If cookies are disabled, the functionality of this website may be limited.

Cookies, which are necessary to carry out the electronic communication process (necessary cookies) or to provide certain functions desired by you (functional cookies, e.g. for the shopping cart function) or to optimize the website (e.g. cookies to measure the web audience), are stored on the basis of Art. 6 (1) (f) GDPR, unless another legal basis is specified. The website operator has a legitimate interest in storing cookies for the technically error-free and optimized provision of its services. If consent to the storage of cookies has been requested, the cookies in question will be stored exclusively on the basis of this consent (Art. 6 (1) (a) GDPR); the consent can be revoked at any time.

To the extent that other cookies (e.g. cookies for analysing your surfing behaviour) are stored, they are treated separately in this privacy policy.

Cookie consent with Consent Manager Provider

Our website uses the cookie consent technology of Consent Manager Provider to obtain your consent to the storage of certain cookies on your device and to document them in compliance with data protection regulations. The provider of this technology is Jaohawi AB, Håltegelvägen 1b, 72348 Västerås, Sweden, website: www.consentmanager.de (hereinafter referred to as "Consent Manager Provider").

When you enter our website, a connection is established to the servers of Consent Manager Provider in order to obtain your consents and other declarations regarding the use of cookies. Subsequently, Consent Manager Provider stores a cookie in your browser in order to be able to assign you the consents granted or their revocation. The data collected in this way will be stored until you request us to delete it, delete the Consent Manager Provider cookie yourself or the purpose for which the data was stored no longer applies. Mandatory statutory retention obligations remain unaffected.

Further information on the CMT and data protection at consentmanager can be found at: www.consentmanager.net/privacy.php.

Consent Manager Provider is used to obtain the legally required consents for the use of cookies. The legal basis for this is Art. 6 para. 1 sentence 1 lit. c GDPR.

Data Processing Agreement

We have concluded a data processing agreement with Consent Manager Provider. This is a contract required by data protection law that ensures that Consent Manager Provider processes the personal data of our website visitors only in accordance with our instructions and in compliance with the GDPR.

Use of our contact form & e-mail contact

If you have any questions, we offer you the opportunity to contact us via a form provided on the website. It is necessary to provide your name and a valid e-mail address so that we know who made the request and to be able to answer it.

Data processing for the purpose of contacting us is carried out in accordance with Art. 6 (1) (a) GDPR on the basis of your voluntarily given consent. In this context, you are referred to this privacy policy.

Alternatively, it is possible to contact us via the e-mail address provided. In this case, the user's personal data transmitted with the e-mail will be stored. The data will be used exclusively for the processing of the conversation. The legal basis for the processing of data transmitted in the course of sending an e-mail is Art. 6 (1) (f) GDPR. If the e-mail contact is aimed at concluding a contract, the additional legal basis for the processing is Art. 6 (1) (b) GDPR.

There will be no disclosure to third parties. The data will be deleted when they are no longer necessary to achieve the purpose for which they were collected. For the personal data from the input mask of the contact form and those sent by e-mail, this is the case when the respective conversation with the user has ended. This is the case if it can be inferred from the circumstances that the facts in question have been conclusively clarified.

Enquiry by e-mail, telephone or fax

If you contact us by e-mail, telephone or fax, we will store and process your enquiry, including all personal data (name, enquiry) for the purpose of processing your request. We will not pass on this data without your consent.

The processing of this data is carried out on the basis of Art. 6 (1) (b) GDPR, insofar as your request is related to the performance of a contract or is necessary for the implementation of pre-contractual measures. In all other cases, the processing is based on our legitimate interest in the effective processing of the enquiries addressed to us (Art. 6 para. 1 lit. f GDPR) or on your consent (Art. 6 para. 1 lit. a GDPR), insofar as this has been requested.

The data you send to us via contact requests will remain with us until you request us to delete it, revoke your consent to storage or the purpose for which the data is stored no longer applies (e.g. after your request has been processed). Mandatory statutory provisions - in particular statutory retention periods - remain unaffected.

Processing of data (customer and contract data)

We collect, process and use personal data only insofar as they are necessary for the establishment, content design or change of the legal relationship (inventory data). This is done on the basis of Art. 6 (1) (b) GDPR, which permits the processing of data for the performance of a contract or pre-contractual measures. We collect, process and use personal data about the use of our website (usage data) only insofar as this is necessary to enable the user to use the service or to bill for it.

If you contact us as a customer, the information you provide will be transmitted in encrypted form to our web-based CRM system of weclapp GmbH (Frauenbergstraße 31 - 33 in 35039 Marburg). Weclapp stores and processes this data on our behalf exclusively on servers in Germany.

The company's privacy policy can be viewed at www.weclapp.com/de/datenschutz/.

The customer data collected will be deleted after completion of the order or termination of the business relationship. Statutory retention periods remain unaffected.

Office365

Microsoft Office 365 is a productivity, collaboration and exchange platform for individual users, teams,

communities and networks that can be used across organizational units.

Personal data about you will be processed when using the M365 applications.

Microsoft 365 is a software developed by Microsoft Corporation, One Microsoft Way Redmond, WA 98052-6399 USA. We have concluded data protection agreements with the provider Microsoft in order to guarantee a minimum level of data protection. These are updated regularly. Please note that we have no influence on Microsoft's data processing. To the extent that Microsoft processes personal data in connection with Microsoft's legitimate business operations, Microsoft is an independent data controller of such use and, as such, is responsible for complying with all applicable laws and obligations of a data controller. For more information on the purpose and scope of data collection and processing by Microsoft, please refer to Microsoft's privacy policy at www.privacy.microsoft.com/de-de/privacystatement. There you will also find more information about your rights in this regard. Microsoft may also process some of your personal data in the USA.

Atlassian Cloud (including Jira and Confluence)

For the internal management, processing and storage of information and data, we use the Atlassian Cloud (Atlassian Inc. (San Francisco, Harrison Street Location), 1098 Harrison Street, San Francisco, California 94103, USA) as well as third-party tools from the Atlassian >The vendor's goal is to make excellent products, methodologies, and open ways of working accessible to all teams.

Atlassian Cloud data is hosted on Amazon Web Services (AWS) in the United States, Germany, Ireland, Singapore, and Australia regions.

Data Residency can be used to ensure that primary product data is hosted within the US, EU, or global data regions.

Primary product data that can be hosted in the EU includes content such as:

- Jira Software Data:
 - Contents of Operations
 - Attachments
 - Board and Sprint Data
 - Project Configuration
 - Data from in-product notifications
- Jira Service Management Data:
 - Contents of Operations and Request Types
 - Attachments
 - Project Configuration
 - Data from in-product notifications
- Confluence Data:
 - Confluence Pages and Blog Posts
 - Attachments
 - Comments
 - "Likes" Pages and Comments
 - Data of in-product notifications

All analytics data is currently hosted in the United States. For data such as incident management functions, SLA configurations, Opsgenie data, user account information, Atlassian Marketplace apps and app data, etc., it is not possible to define where they are hosted. At the beginning of March 2021, Atlassian announced that the data of European customers (e.g. the KRF) will be stored on servers in the EU from the 2nd half of 2021.

Atlassian has a number of compliance features, such as SOC2, PCI DSS, ISO 27001/27018. The transmission and storage of data is encrypted. The existing certifications cover many of the security and privacy requirements of the GDPR. In order to act in accordance with the GDPR, we have a Data Processing Addendum with the provider, which explicitly contains the standard contractual clauses of the EU.

The agreement is binding on Atlassian and enables the GDPR-compliant use of the Atlassian Cloud by the KRF. You can find more information about data protection at Atlassian here:

www.atlassian.com/de/trust/privacy.

Analytics tools and advertising

Google Analytics

This website uses functions of the web analysis service Google Analytics. The provider is Google Ireland Limited ("Google"), Gordon House, Barrow Street, Dublin 4, Ireland.

Google Analytics uses so-called "cookies". These are text files that are stored on your computer and enable an analysis of your use of the website. 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.

The storage of Google Analytics cookies and the use of this analysis tool are based on Art. 6 (1) (f) GDPR. The website operator has a legitimate interest in analysing user behaviour in order to optimise both its website and its advertising. If a corresponding consent has been requested (e.g. consent to the storage of cookies), the processing is carried out exclusively on the basis of Art. 6 (1) (a) GDPR; the consent can be revoked at any time.

IP anonymization

We have activated the IP anonymization function on this website. As a result, 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 before it is transmitted to the USA. 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 on website activity and to provide the website operator with other services related to website activity and internet usage. The IP address transmitted by your browser as part of Google Analytics will not be merged with other data held by Google.

Browser-Plugin

You can prevent the storage of cookies by selecting the appropriate settings in your browser software; however, we would like to point out that in this case you may not be able to use all the functions of this website to their full extent. You can also prevent the collection of the 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 plugin available under the following link:

<https://tools.google.com/dlpage/gaoptout?hl=de>.

Objection to data collection

You can prevent the collection of your data by Google Analytics by clicking on the following link. An opt-out cookie will be set to prevent the collection of your data on future visits to this website: Disable Google Analytics.

For more information on how Google Analytics handles user data, please refer to Google's privacy policy: www.support.google.com/analytics/answer/6004245?hl=de.

Plugins and tools

OpenStreetMap

This site uses the open source mapping tool "OpenStreetMap" (OSM) via an API. The provider is the OpenStreetMap Foundation. In order to use the functions of OpenStreetMap, it is necessary to store your IP address. This information is usually transmitted to an OpenStreetMap server and stored there. The provider of this site has no influence on this data transfer. The use of OpenStreetMap is in the interest of an appealing presentation of our online offers and to make it easy to find the places indicated by us on the website. This constitutes a legitimate interest within the meaning of Art. 6 (1) (f) GDPR.

You can find more information about the handling of user data on the privacy page of OpenStreetMap and here https://wiki.openstreetmap.org/wiki/Legal_FAQ.

Google Maps

This site uses the map service Google Maps via an API. The provider is Google Ireland Limited ("Google"), Gordon House, Barrow Street, Dublin 4, Ireland.

In order to use the functions of Google Maps, it is necessary to store your IP address. This information is usually transmitted to a Google server in the USA and stored there. The provider of this site has no influence on this data transmission.

The use of Google Maps is in the interest of an appealing presentation of our online offers and to make it easy to find the places we have indicated on the website. This constitutes a legitimate interest within the meaning of Art. 6 (1) (f) GDPR. If a corresponding consent has been requested, the processing is carried out exclusively on the basis of Art. 6 (1) (a) GDPR; the consent can be revoked at any time.

For more information on the handling of user data, please refer to Google's privacy policy: <https://policies.google.com/privacy?hl=de>.

Social Media

We would like to get in touch with you and other interested parties, customers and users. We use various social networks for this purpose. You can find out which individual social networks we use in the following section.

As a rule, data is collected, which is used in the context of market research and for advertising purposes. Such data includes the assignment of your visit to our website to your user account with the social network or the assignment by means of your stored cookies or your IP address. This is usually done by creating user profiles and the interests identified from them. This makes it possible to display tailored advertising, both on and off the social network. Therefore, as a rule, cookies may be set on your premises through the use of social networks. However, we would like to point out that we have no influence on what data is collected.

Through our social media presences, we want to communicate information to you in the simplest and fastest way possible, or give you the opportunity to share it. Therefore, if you have not consented to data processing on the respective platform, the legal basis is our legitimate interest pursuant to Art. 6 para. 1 subpara. 1 lit. f) GDPR. If you have given your consent to the respective platform, your consent is required in accordance with Art. 6 para. 1 subpara. 1 lit. a) GDPR and § 25 para. 1 TTDSG, insofar as the consent

within the meaning of the TTDSG relates to the setting of cookies or access to information on your device, the legal basis of the processing. You have the right to revoke your consent at any time with effect for the future. The lawfulness of the data processing until the revocation remains unaffected.

If you revoke your consent, ask us to delete it or the purpose for storing the data no longer applies, we will delete your data, unless there are mandatory legal provisions to the contrary. Cookies stored by you remain on your device until they are deleted by you.

The data processed as a result of your visit to our social media websites is classified as data processing initiated by us, and is therefore subject to joint responsibility with the operator of the social media website in accordance with Art. 26 GDPR. Joint responsibility is limited to those processing operations in which the purpose and means of the processing are jointly decided.

If you wish to assert your rights as a data subject, you can do so both to us and to the operator of the social media website.

Furthermore, we would like to point out that your data may also be processed outside the European Union and therefore there is a risk that you will not be able to properly enforce your rights.

Facebook (link)

On our website, we use a link to our presence on the social network Facebook (Facebook fan page) in order to interact with Facebook users who access the fan page. For this Facebook fan page, we are joint controller with Facebook Ireland Ltd. (4 Grand Canal Square, Dublin 2, Ireland; hereinafter: "Facebook") in accordance with Art. 26 of the General Data Protection Regulation (GDPR). The Joint Responsibility Agreement can be found at the following link:

www.facebook.com/legal/terms/page_controller_addendum

We hereby inform you about the type and scope of personal data that is processed when using our Facebook fan page.

With the processing of your personal data, we pursue the purpose of providing visitors with an up-to-date information platform as well as an opportunity to interact on Facebook. The basis of the processing is therefore our legitimate interest pursuant to Art. 6 para. 1 subpara. 1 lit. f) GDPR. In doing so, the interests of the users are always taken into account. Information on the legal basis for processing at Facebook can be found at www.facebook.com/about/privacy/legal_bases/.

When you visit our Facebook fan page, Facebook collects information on the basis of the legitimate interest pursuant to Art. 6 para. 1 subpara. 1 lit. f) GDPR collects and processes personal data. Some of this data is provided to us in aggregate form via the so-called "Insights" (Facebook user statistics). For this purpose, a cookie is stored on the user's device. This is to be able to use this information again at a later date. The cookie will remain active for a period of two years if it is not deleted. Further information from Facebook on the use of cookies can be found in the Facebook Cookie Policy under www.de-de.facebook.com/policies/cookies. The transmission of these user statistics takes place exclusively in anonymised form and there are no access possibilities on our part to the respective underlying data.

If you have consented to data processing by Facebook, your consent is required in accordance with Art. 6 para. 1 subpara. 1 lit. a) GDPR and § 25 para. 1 TTDSG, insofar as the consent within the meaning of the TTDSG relates to the setting of cookies or access to information on your device, the legal basis of the processing.

The transfer of data to the USA is based on the EU Standard Contractual Clauses, details of which can be

found here: www.facebook.com/legal/EU_data_transfer_addendum.

If you are already logged in to Facebook via your personal user account, the information about your visit to our website will be automatically forwarded to Facebook. It is then possible for Facebook to assign the visit to the website to your account.

If you do not want Facebook to transmit and store your data, please log out of your Facebook account.

Facebook's privacy policy can be found at: www.facebook.com/privacy/explanation.

Facebook plugins (like and share buttons)

You can recognise the Facebook plugins by the "Like, Share or Send buttons" ("Like") on our website. These are operated by Facebook Ireland Ltd. (4 Grand Canal Square, Dublin 2, Ireland; hereinafter: "Facebook").

When you visit our website, a direct connection is established between the Facebook server and your browser via the plugin. Facebook receives the information that you have visited our site with your IP address. According to Facebook, collected data is also transferred to the USA and other third countries. If the "Like" button is clicked while you are logged in to your Facebook account, you have the option of linking the content of our website to your Facebook profile. This makes it possible for Facebook to assign your visit to our website to your user account. If you do not want this assignment to your Facebook user account, please log out of your user account.

Personal data collected by means of this tool is subject to joint responsibility with Facebook in accordance with Art. 26 GDPR in the area classified as data processing initiated by us. The joint responsibility of Facebook and us as website operators is limited to those processing operations in which the purpose and means of the processing are jointly decided. In the case of the Like and Share buttons, this is the collection of personal data as well as the transmission. If you would like to assert your rights as a data subject, you can do so directly on Facebook. We are obliged to forward any claim made by you to us on Facebook. The agreement can be viewed at the following link: www.facebook.com/legal/EU_data_transfer_addendum.

XING (Link)

On our website, we use a link to our presence on the social career network XING. This is an application of New Work SE (Dammtorstraße 30, 20354 Hamburg; hereinafter: "XING").

We have used functions of the XING service on our website. When you visit our website, your web browser connects for a short period of time to the XING servers through which the XING functions are provided. XING does not use cookies and does not store any personal data. Furthermore, your usage behaviour will not be evaluated.

If you have consented to data processing at XING, your consent is required in accordance with Art. 6 para. 1 subpara. 1 lit. a) GDPR and § 25 para. 1 TTDSG, insofar as the consent within the meaning of the TTDSG relates to the setting of cookies or access to information on your device, the legal basis of the processing. You have the right to revoke your consent at any time with effect for the future. The lawfulness of the data processing until the revocation remains unaffected.

We would like to point out that we have no knowledge of the content of the transmitted data or its use by XING. For more information, see: www.privacy.xing.com/de/datenschutzerklaerung.de.

XING-Plugin (Share-Button)

You can recognise the XING plugin by the "Share button" on our website. This is operated by New Work SE (Dammtorstraße 30, 20354 Hamburg).

When you visit our website, a direct connection is established via the plugin between the Xing server and your browser. This provides the share functions - such as the display of the counter value. According to Xing's own statements, this does not provide any information that you have visited our site with your IP address.

Legal basis for the processing of the data is your consent in accordance with Art. 6 (1) (a) GDPR and § 25 (1) TTDSG, insofar as the consent within the meaning of the TTDSG relates to the setting of cookies or access to information on your device. You have the right to revoke your consent at any time with effect for the future. The lawfulness of the data processing carried out until the revocation remains unaffected.

We would like to point out that we have no knowledge of the content of the transmitted data or its use by Xing. Xing's privacy policy can be found at: www.xing.com/app/share?op=data_protection,

LinkedIn (Link)

On our website, we use a reference (link) to the social network LinkedIn, which is operated exclusively by LinkedIn Ireland Unlimited Company (Wilton Place, Dublin 2, Ireland); hereinafter referred to as "LinkedIn".

The link is identified by means of the LinkedIn logo (not a LinkedIn plugin).

When you click on the LinkedIn logo, your browser establishes a direct connection with LinkedIn's servers. If you are already logged in to LinkedIn via your personal user account, the information about your visit to our website will be automatically forwarded to LinkedIn. It is then possible for LinkedIn to assign the visit to the website to your account.

If you have consented to data processing at LinkedIn, your consent is required in accordance with Art. 6 para. 1 subpara. 1 lit. a) GDPR and § 25 para. 1 TTDSG, insofar as the consent within the meaning of the TTDSG relates to the setting of cookies or access to information on your device, the legal basis of the processing. You have the right to revoke your consent at any time with effect for the future. The lawfulness of the data processing until the revocation remains unaffected.

The transfer of data to the USA is based on the EU Standard Contractual Clauses, details of which can be found here: www.linkedin.com/legal/eu-sccs.

We would like to point out that we have no knowledge of the content of the transmitted data or its use by LinkedIn. The following link leads to LinkedIn's privacy policy: www.de.linkedin.com/legal/privacy-policy.

LinkedIn (plugins)

Plug-ins from the social career network LinkedIn (LinkedIn Ireland Unlimited Company, Wilton Place, Dublin 2, Ireland; hereinafter referred to as "LinkedIn") are integrated into our website. The LinkedIn plugins can be identified by the LinkedIn logo or the "share" button.

When you access our website, a direct connection is established between the LinkedIn server and your browser via the plugin. Through this connection, LinkedIn receives the information that you have visited our website with your IP address. If you are logged in to your LinkedIn account and click on the "Share" button, you have the option of linking content from our website to your LinkedIn profile. This links your

visit to our website to your user account. We would like to point out that we have no knowledge of the content of the transmitted data or its use by LinkedIn.

The basis of the processing is Art. 6 (1) (a) GDPR and § 25 (1) TTDSG, insofar as the consent within the meaning of the TTDSG relates to the setting of cookies or access to information on your device. You have the right to revoke your consent at any time with effect for the future. The lawfulness of the data processing carried out until the revocation remains unaffected.

The following link leads to LinkedIn's privacy policy: www.de.linkedin.com/legal/privacy-policy,

The transfer of data to the USA is based on the EU Standard Contractual Clauses, details of which can be found here: : www.linkedin.com/legal/l/eu-sccs.

X (formerly Twitter) (link)

Functions of service X (formerly Twitter) are integrated into our pages. X (formerly Twitter) offers plugins for website operators, which the Leopoldina uses on its websites. The plugins are recognizable by the post or follow button. Pages with these plugins establish a direct connection to X (formerly Twitter) and transmit different data depending on your login status with X (formerly Twitter). This may allow conclusions to be drawn about your Internet use on the Leopoldina websites, which X (formerly Twitter) could use for its own purposes. The purpose and scope of the data collection by X (formerly Twitter) as well as the further processing by X (formerly Twitter)