

## Obligation to provide information according to Art. 13 / 14 of the EU GDPR

Communication with customers, project management, invoicing

### Information about the controller

<b>Controller according to Art. 4 para. 7 EU-GDPR</b>	UNITEC Systemhaus Dreicad GmbH & Co. OHG Maria-Montessori-Allee 1063457 Hanau, Germany
<b>Data Protection Officer</b>	No data protection officer has been appointed, inquiries can be sent to <a href="mailto:datenschutz@unitec.de">datenschutz@unitec.de</a> .

### Purpose and legal basis

<b>Purpose of processing</b>	Communication with customers by phone, e-mail and other communication channels for project execution and invoicing
<b>Legal basis for processing</b>	Article 6(1b) – Treaty Art. 6 para. 1c – legal obligation (§257 HGB, §147 AO)
<b>Origin of the data (Art. 14 relevant)</b>	Collected from the data subject, contact person of the Clients, project members

### Data categories, groups of persons concerned, recipients, international transfer

<b>Data categories (Art. 14 relevant)</b>	Last name, first name, contact details, address data, communication data, project data, billing data
<b>Affected groups of people</b>	Customers, project participants
<b>Recipients of data (Art. 14 relevant):</b>	Management, Assistance, Sales, Project Manager, Project Members
<b>International transfer</b>	As a rule, there is no transfer of data outside the EU. For online meetings, software products from US service providers may be used. Corresponding contractual regulations such as the EU standard contractual clauses exist with these service providers.

### Additional information

<b>Duration of storage</b>	The storage expires as soon as the purpose for the storage ceases to apply and there is no statutory retention period against it.
<b>Right to information, correction, deletion, restriction and data portability</b>	You have the right to exercise your rights as a data subject vis-à-vis the controller at any time.
<b>Right of objection/revocation</b>	You can object to the processing of your data at any time or, if you give your consent, revoke it. Please send an e-mail to: <a href="mailto:info@unitec.de">info@unitec.de</a>
<b>Right to lodge a complaint with a supervisory authority</b>	You have the right to lodge a complaint with a supervisory authority for data protection at any time.
<b>Possible consequences of not providing the data.</b>	Failure to provide it may result in us not being able to provide our service to you.
<b>Existence of automated decision-making, including profiling pursuant to Art. 22 paras. 1, 4:</b>	There is no automated decision-making or profiling.