

## Data Protection Declaration

The following privacy policy applies to the use of the website [www.mme-co.de](http://www.mme-co.de) (referred to as "website" in the following).

We place great value at data protection. When collecting and processing your personal data, we comply with the statutory provisions of the data protection laws, in particular with the EU General Data Protection Regulation (GDPR). We collect and process your personal information in order to provide you with the above-mentioned website. This policy explains how and why your data is collected and used and the choices you have in connection with your personal information.

By use of this website you agree that your data is collected, used and transferred in compliance with this data protection declaration.

### 1 Responsible

Responsible for collecting, processing and using your personal data in line with the General Data Protection Regulation (GDPR) is:

MINES and METALS Engineering GmbH (M.M.E.)  
Tersteegenstraße 10  
D - 40474 Düsseldorf  
Tel.: +49 (0) 211 – 6999051 0  
Fax: +49 (0) 211 – 6999051 - 199  
Email: [info@mme-co.de](mailto:info@mme-co.de)

If you entirely or partially disagree with the collection, the process or use of your personal data that is in accordance with this data protection declaration, you may send your objection to the above-mentioned contact.

You may save and print this data protection declaration at any time.

### 2 General use of the website

#### 2.1 Access data

We collect information about you when you use this website. We automatically collect information on your usage pattern and your interactions with us and register data about your computer or mobile device. We collect, save and use information on each access to our website content (so-called server log files). Part of the access data are name and URL of the file, date and time of access, amount of data, HTTP response code, browser type and browser version, operating system, referrer URL (i.e. the previously visited page), IP address and the requesting provider.

We use these log files without allocating them to specific persons or creating profiles for statistical analysis for the purpose of operation, security and optimization of our website, but also to the anonymous recording of the number of visitors on our website (traffic) as well as to extent and the type of use of our website and services, as well for billing purposes, to measure the number of clicks received from partners. Based on these information, we are able to provide personalized and location-based content and analyze traffic, find errors and fix them and improve our services. We reserve the right to review the log files if there is legitimate suspicion on the basis of concrete evidence for unlawful use. We store IP addresses in the log

files for a limited period of time if this is required for security purposes or the performance or the settlement of a performance (e.g. if you take advantage of our offer). After cancellation of an order or after receipt of payment we will delete the IP addresses if they are no longer needed for security purposes. In case of concrete suspicion of a crime in connection with the use of our website, we store IP addresses. In addition, we save the date of your last visit (e.g. during registration, login, click links, etc.) as part of your account.

## **2.2 Email contact**

If you get in touch with us (e.g. via contact form or email), we will store your information in order to process the request as well as in the event that follow-up questions arise. We only store and use further personal data if you authorize us to do so or if this is permitted by law without your authorization.

## **2.3 Google Analytics**

We use Google Analytics, a Web analysis service provided by 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 the visitor's use of the website will be transmitted to and stored by Google on servers in the United States.

In case of activation of the IP anonymization, Google will shorten your IP address for Member States of the European Union as well as for other parties to the Agreement on the European Economic Area. Only in exceptional cases, the full IP address is sent to and shortened by Google servers in the USA. The IP anonymization is active on this website. On our behalf Google will use this information for the purpose of evaluating your use of the website, compiling reports on website activity and providing other services related to website activity and internet usage to us.

Google will not associate your IP address that was sent by your browser as part of Google Analytics with any other data held by Google. You may refuse the use of cookies by selecting the appropriate settings on your browser. We point out however, that by doing so you may not be able to use the full functionality of this website.

Moreover, you can prevent Google's collection and use of data (cookies and IP address) by downloading and installing the browser plug-in available under <http://tools.google.com/dlpage/gaoptout?hl=de>.

For further information about Google's privacy policy visit one of the following links please:

<https://tools.google.com/dlpage/gaoptout/?hl=en-GB>  
<https://support.google.com/analytics/answer/6004245?hl=en>  
<http://www.google.com/intl/en-GB/policies/privacy/>

## **2.4 Google Web Fonts**

This website uses web fonts provided by Google aiming at a uniform font design. Upon opening a website, your browser loads the required web fonts into your browser cache in order to display texts and fonts correctly.

For this purpose your browser will make a direct connection with the Google servers. Google thus becomes aware that our web page was accessed via your IP address. The use of Google Web fonts aims at displaying our website in a uniform and a visually appealing way. This constitutes a justified interest pursuant to Art. 6 (1) (f) GDPR.

If your browser does not support web fonts, your computer will use a standard font.

Further information on Google Web Fonts are available at <https://developers.google.com/fonts/faq> and in Google's privacy policy at <https://www.google.com/policies/privacy/>.

## **2.5 Legal basis and duration of data storage**

The legal basis for processing data as per items above is Art. 6 (1) (f) GDPR. As regards data processing, we are particularly interested in ensuring the operation and security of the website, investigating how the website is used by visitors as well as simplifying the use of the website.

If not specifically stated, we store personal data only for as long as it is necessary to fulfill its purpose.

## **3 Your rights as the person affected by data processing**

According to the applicable laws, you have various rights regarding your personal data. If you wish to exercise these rights, please send your request by email or by post to the address mentioned in paragraph 1 indicating your personal details precisely.

Below you will find an overview of your rights.

### **3.1 Right to confirmation and information**

At all times, you have the right to receive our confirmation whether your personal data is processed. If this is the case, you have the right to obtain information on the personal data that is stored about you along with a copy of the same free of charge. Furthermore, you have a right to the following information:

- 1 the purposes of the data processing;
- 2 the categories of personal data processed;
- 3 the recipients or categories of recipients to whom personal data has been disclosed or will be disclosed; especially when recipients are based in third countries or international organisations;
- 4 if possible the planned duration for which the personal data is stored or, if this is not possible, the criteria for determining this period;
- 5 the existence of a right to correction or deletion of your personal data or to limitation of the data processing by the Responsible or a right to object to such processing;
- 6 the existence of a right to appeal to a supervisory authority;
- 7 any available information on the origin of the data if your personal data was not collected directly from you;
- 8 the existence of automated decision-making including profiling in accordance with Art. 22 para. 1 and 4 GDPR and - at least in these cases - meaningful information about the logic involved, the scope and the intended effects of such processing for you.

If personal data is transferred to a third country or to an international organization you have the right to be informed about the appropriate guarantees related to the transmission pursuant to Art. 46 GDPR.

### **3.2 Right to correction**

You have the right to request immediate adjustment of your incorrect personal data. Taking into account the purposes of the data processing, you have the right to demand the completion of incomplete personal data which could be done by means of a complementary explanation.

### **3.3 Right to deletion (“Right to be forgotten”)**

You have the right to require that your personal data is deleted immediately and we are obliged to delete personal data without delay, provided that one of the following reasons applies:

- 1 The Personal data is no longer necessary for what it was originally collected or processed for.
- 2 You revoke your consent the processing was based on referring to Art. 6 para. 1 (a) GDPR or Art. 9 para 2 (a) GDPR and there is no other legal basis for the processing.
- 3 You file an objection against the processing pursuant to Art. 21 para. 1 GDPR and there are no overriding legitimate reasons for processing or you file an objection against the processing pursuant to Art. 21 para. 2 GDPR.
- 4 Personal data was processed unlawfully.
- 5 The deletion of the personal data is required to fulfil a legal obligation under EU Law or the laws of member states that we are subject to.
- 6 The personal data was collected for services of the information society pursuant to Art. 8 para 1 GDPR.

If personal data has been made public that we are obliged to delete in accordance with Art. 17 GDPR, we will, under consideration of technology and implementation costs available, take appropriate measures, even technical measures, to inform those responsible for the processing of personal data that you have requested a deletion of all links, copies or replications of this personal data.

### **3.4 Right to restriction of data processing**

Under the following conditions you have the right to request that the processing of your personal data be restricted:

- 1 if you dispute the accuracy of your personal data for a period of time that allows us to verify the accuracy of personal data;
- 2 the processing is unlawful and you refuse the deletion of personal data and instead request that the use of personal data be restricted;
- 3 we no longer need the personal data for the purposes of the processing, but you require them to assert, exercise or defend legal claims;
- 4 if you have filed an objection to the processing pursuant to Art. 21 para. 1 GDPR and it has not yet been determined whether our legitimate reasons outweigh yours.

### **3.5 Right to data portability**

You have the right to obtain the personal data that you have made available to us in a structured, conventional and machine-readable format and you have the right to pass this data on to another person in charge without our interference provided that

1. processing is based on consent pursuant to Art. 6 para. 1 (a) GDPR or Art. 9 para. 2 (a) GDPR or based on a contract pursuant to Art. 6 para. 1 (b) GDPR.
2. processing is carried out by means of automated procedures.

In exercising your right to data portability according to paragraph 1 you have the right to have your personal data directly transferred from us to another person in charge given that this is technically feasible.

### **3.6 Right to object**

You have the right to object any time for reasons arising from your particular situation to the processing of your personal data which is based on Art. 6 para. 1 (e) or (f) GDPR; this applies as well to profiling based on these provisions. We no longer process your personal data unless we can prove compelling reasons worthy of protection for the processing that outweigh your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

If we process personal data for direct marketing purposes you have the right to object to the processing of your personal data for such marketing purposes at any time; this also applies to profiling, if it is associated with such direct marketing.

You have the right to object for reasons arising from your particular situation to the processing of personal data that serves scientific or historical research or statistical purposes pursuant to Art. 89 para. 1 GDPR unless the processing of data is required to perform a task that is within public interest.

### **3.7 Automated decisions including profiling**

You have the right not to be subjected to a decision based exclusively on automated processing including profiling that has a legal effect against you or significantly impacts you in a similar manner.

### **3.8 Right to revoke a consent in data protection**

You have the right to revoke your consent of your personal data being processed at any time.

### **3.9 Right to complain to a supervisory authority**

You have the right to file a complaint with a supervisory authority, in particular in the member state of your residence or your workplace or wherever the alleged violation occurred if you believe that the processing your personal data is unlawful.

## **4 Data Security**

We do our utmost to protect personal data within the scope of the data protection laws and the available technical means.

Your personal data will be encoded before transmission when placing an order when logging into your guest account. We use SSL (Secure Socket Layer) as coding system but we would however like to point out that the transmission of data on the internet may have security gaps

(e.g. when communication via email). A complete protection of third party access is not possible.

For the protection of your personal data we take technical and organizational measures which we regularly optimize according to technical standards.

We moreover do not guarantee that our website is available at certain times; disturbances, interruptions or failures cannot be ruled out. Our servers are regularly backed up with reasonable care.

## **5 Automated Decision making**

An automated decision making on the basis of the collected personal data does not take place.

## **6 Disclosure of data to third parties, no data transfer into non-EU countries**

In principle, we only use your personal data within our company.

If and as far as we involve third parties for their performance of a contract (e.g. third-party logistics provider) we will only provide personal data that is required for the performance of the respective task.

In the event that we outsource certain parts of the data processing ("order processing"), we contractually commit data processing companies to use personal data only in accordance with the requirements of the data protection laws and to ensure the protection of the individual's rights.

A data transmission to bodies or persons outside the EU aside from the situations mentioned in 2.3 the cases referred to in this Declaration in point 2.3 does not take place and it is not scheduled.

## **7 Data protection officer**

If you have any questions or concerns regarding data protection, please contact our data protection officer:

green duck GmbH  
Mr Ralph Hoff  
Stadtparkinsel 41  
41515 Grevenbroich  
Tel.: + 49 (0) 2181 – 473 73 84  
Email: [info@green-duck.de](mailto:info@green-duck.de)