

# 1. Privacy policy

## 1.1 DATA PROTECTION

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We, the owners of this site, take the privacy and protection of your personal data very seriously. We treat your personal data as confidential and handle it in compliance with the legal data protection regulations as well as with this data privacy declaration.

Using our website is generally possible without having to input any personal data. Wherever personal data (for example, name, address or e-mail addresses) are acquired on our pages, this is done on a voluntary basis as far as possible. This data will not be disclosed to third parties without your express consent.

We draw your attention to the fact that data transmission on the Internet (for example, during communication by e-mail) is subject to security vulnerability. Absolute protection of the data from access by third parties is not possible.

## 1.2 DATA PRIVACY DECLARATION FOR USING FACEBOOK PLUGINS (LIKE BUTTON)

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Plug-ins of the social network Facebook, provided by Facebook Inc., 1 Hacker Way, Menlo Park, California 94025, USA, are integrated in our pages. The Facebook plugins are recognisable from the Facebook logo or the "Like" button on our site. An overview of the Facebook plugins can be seen here: <http://developers.facebook.com/docs/plugins/>.

When you visit our pages, the plugin sets up a direct connection between your browser and the Facebook server. As a result, Facebook gets the information that you visited our page, with your IP address. If you click the Facebook "Like" button while you are logged in to your Facebook account, you can link the content of our pages to your Facebook profile. As a result, Facebook can record your visit to our pages and link it to your user account. We draw attention to the fact that as providers of the pages, we have no knowledge of the content of the transmitted data or their use by Facebook. You can get additional information on this in the data privacy declaration of Facebook at: <http://de-de.facebook.com/policy.php>.

If you do not want Facebook to record and link your visit to our pages to your Facebook user account, please log out of your Facebook user account.

### 1.3 DATA PRIVACY DECLARATION FOR USING GOOGLE ANALYTICS

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This website uses the functions of the Web analysis service Google Analytics. The provider is Google Inc. 1600 Amphitheatre Parkway Mountain View, CA 94043, USA. Google Analytics uses so-called "Cookies". These are text files that are saved on your computer and which facilitate an analysis of your use of the website. The information generated by the cookie about your use of this website is generally transmitted to a server of Google in the USA and saved there.

However, if IP anonymization is activated on this website, then within the member states of the European Union, or in other signatory states of the European Economic Region treaty, Google will first abbreviate your IP address. Only in exceptional cases will the full IP address be transmitted to a server of Google in the USA and abbreviated there. On behalf of the owner of this website, Google will then use this information to evaluate your use of the website, to compile reports about the website activities and to provide additional services to the website owner related to the website usage and Internet usage.

Google will not combine the IP address transmitted from your browser as a part of Google Analytics with other data.

You can prevent cookies from being saved by a corresponding setting of your browser software, but we would like to point out that in such a case, you will not be able to use all the functions of this website to the fullest extent. Moreover, you can prevent the acquisition of the data generated by the cookie related to your use of the website (including your IP address) and its transmission 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>

### 1.4 DATA PRIVACY DECLARATION FOR USING INSTAGRAM

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Functions of the Instagram service are integrated on our pages. These functions are offered by Instagram Inc., 1601 Willow Road, Menlo Park, CA, 94025, USA. If you are logged in to your Instagram account, you can link the contents of our pages with your Instagram profile by clicking the Instagram button. Consequently, Instagram can record your visit to our pages to your user account. We draw attention to the fact that as providers of the pages, we have no knowledge of the content of the transmitted data or their use by Instagram.

You can get additional information on this in the data privacy declaration of Instagram:  
<http://instagram.com/about/legal/privacy/>

### 1.5 DATA PRIVACY DECLARATION FOR THE USE OF LINKEDIN

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Our website uses functions of the LinkedIn network. The provider is LinkedIn Corporation, 2029 Stierlin Court, Mountain View, CA 94043, USA. Every time you invoke one of our pages containing functions of LinkedIn, a connection is set up to the servers of LinkedIn. LinkedIn will be informed that

you have visited our Internet pages, with your IP address. When you click the “Recommend” button of LinkedIn and are logged in to your LinkedIn account, it is possible for LinkedIn to link your visit to our Internet pages to you and your user account. We draw attention to the fact that as providers of the pages, we have no knowledge of the content of the transmitted data or their use by LinkedIn.

You can get additional information on this in the data privacy declaration of LinkedIn:

<https://www.linkedin.com/legal/privacy-policy>

## 1.6 DATA PRIVACY DECLARATION FOR THE USE OF PINTEREST

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On our page, we use social plugins of the social network Pinterest from Pinterest Inc., 635 High Street, Palo Alto, CA, 94301, USA ("Pinterest").

If you go to a page that contains such a plugin, your browser sets up a direct connection with the servers of Pinterest. The plugin then transmits protocol data to the servers of Pinterest in the USA. These protocol data could possibly contain your IP address, the address of the websites visited, which also contain Pinterest functions, the type and settings of the browser, the date and time of the query, your method of using Pinterest as well as cookies.

You can find further information on the purpose, scope and further processing and use of the data by Pinterest, as well as your rights in this regard, and the possibilities available to you for protecting your privacy in the notes regarding data privacy of Pinterest: <https://about.pinterest.com/de/privacy-policy>

## 1.7 DATA PRIVACY DECLARATION FOR THE USE OF TWITTER

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Functions of Twitter are integrated on our pages. These functions are offered by Twitter Inc., 1355 Market Street, Suite 900, San Francisco, CA 94103, USA. Upon using Twitter and the “Retweet” function, the websites that you visit are linked to your Twitter account and made known to other users. Data are also transferred to Twitter in the process. We draw attention to the fact that as providers of the pages, we have no knowledge of the content of the transmitted data or their use by Twitter. You can get additional information on this in the data privacy declaration of Twitter at <http://twitter.com/privacy>

You can change your data protection settings for Twitter in the account settings at <http://twitter.com/account/settings>

## 1.8 DATA PRIVACY DECLARATION FOR THE USE OF XING

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Our website uses functions of the Xing network. The provider is XING AG, Dammtorstraße 29-32, 20354 Hamburg, Germany. Every time you invoke one of our pages containing the functions of

Xing, a connection is set up to the servers of Xing. To our knowledge, personal data is not stored in this process.

In particular, IP addresses are not stored, neither is the user behaviour evaluated.

You can get further information on data privacy and the Xing Share button in Xing's data privacy declaration at [https://www.xing.com/app/share?op=data\\_protection](https://www.xing.com/app/share?op=data_protection)

## 1.9 DATA PRIVACY DECLARATION FOR THE USE OF YOUTUBE

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Our website uses plugins of YouTube, operated by Google. The offering is from YouTube, LLC, 901 Cherry Ave., San Bruno, CA 94066, USA. If you visit one of our pages containing a YouTube plugin, a connection is set up to the YouTube servers. The YouTube server is notified which of our pages you visited.

If you are logged in to your YouTube account, you make it possible for YouTube to link your surfing behaviour directly to your personal profile. You can prevent that by logging out of your YouTube account.

Additional information on how user data are handled is available in the data privacy declaration of YouTube at <https://www.google.de/intl/de/policies/privacy>

## 1.10 COOKIES

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Internet pages use so-called cookies. Cookies do not harm your computer in any way and do not contain any viruses. Cookies serve to make our offering user-friendlier, more effective and more secure. Cookies are small text files, which are stored on your computer and which your browser stores.

Most of the cookies used by us are the so-called "session cookies". They are automatically deleted at the end of your visit. Other cookies remain stored on your end device until you delete them. These cookies make it possible for us to recognise your browser the next time you visit.

You can set your browser in such a way that you are informed when cookies are set, and can allow cookies only on a case-by-case basis, prohibit the acceptance of cookies in certain cases or in general, as well as activate the automatic deletion of cookies upon closing the browser. If cookies are disabled, the functionality of this website can get constrained.

## 1.11 CONTACT FORM

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If you send us queries using the contact form, we store the data from the query form including the contact data that you input in it for processing the query and for follow-up questions. We do not share or disclose these data without your consent.

## 1.12 OBJECTION TO SPAM MAIL

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Use of the contact data published in the framework of the imprint obligation for sending advertising and information material that has not been expressly asked for is hereby prohibited. The publishers of the pages expressly reserve the right to legal recourse if unwanted advertising information is sent, such as in the form of spam email.

## 1.13 NEWSLETTER DATA

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If you wish to subscribe to the newsletter offered on the webpage, we need your email address as well as information that helps us verify that you are the owner of the specified email address and agree to receiving the newsletter. No other data is recorded. We use these data exclusively for sending the requested information and do not disclose it to third parties.

You can withdraw at any time the permission that you have granted for storage of the data and the e-mail address as well as its use for sending the newsletter, using the "Unsubscribe" link in the newsletter.