

Data protection notice for Zeppelin Systems GmbH training courses

Graf-Zeppelin-Platz 1, D-88045 Friedrichshafen, Germany

The General Data Protection Regulation (GDPR) lays down extensive obligations to provide information on the use of personal data (hereinafter referred to as "**data**"). Over the next few pages, we would therefore like to give you a summary of the type of data Zeppelin Systems GmbH (hereinafter referred to as "**ZSD**") collects and how the data is processed. The following also contains additional legally required information.

I. Scope of data collection, intended purposes and data transfer

In order to establish, execute and terminate the contractual relationship with you, ZSD collects, stores, uses, modifies or transmits personal data for the fulfilment of its own business purposes. ZSD may use specialised service providers for this purpose. The legal basis for such data processing is Art. 6 (1) (b) GDPR.

1.1 What is personal data?

Personal data is all information relating to an identified or identifiable natural person (Art. 4 (1) GDPR). This includes information such as your name, address, telephone number and date of birth. Data which does not give any personally identifiable information, such as statistical or anonymous data, is not personal data.

1.2 What data do we collect and for what purpose?

ZSD processes the following information about you for administrative purposes relating to training sessions:

- Contact information (name, e-mail, telephone number, address, job title)
- Company/cost centre
- Signature

Without this information, ZSD cannot fulfil its contract with you. The personal data collected by ZSD is used exclusively for the execution of the contractual relationship (training contract). This includes in particular the preparation of lists of participants, attendance certificates and competence certificates as well as the creation of operator ID cards.

ZSD passes on personal data within the training area. Such data is passed on and processed only to the extent necessary for the specific purpose.

II. HOW LONG DO WE STORE PERSONAL DATA?

ZSD keeps personal data for no longer than necessary. The personal data collected for the fulfilment of the contract will be used by ZSD for a period of 6 years (from the time of participation in the training course) and will be deleted afterwards, unless consent allows for longer usage and/or individual data is subject to statutory storage obligations. In the latter case, the data will be deleted at the end of the storage period.

III. YOUR RIGHTS AS A DATA SUBJECT

As a data subject within the meaning of the GDPR, you have the following rights:

- Right of access (Art. 15 GDPR)
- Right to rectification of inaccurate data (Art. 16 GDPR)
- Right to erasure ("right to be forgotten") (Art. 17 GDPR)
- Right to restriction of processing of personal data (Art. 18 GDPR)
- Right to data portability (Art. 20 GDPR)

Please contact systems.support@zeppelin.com or the address below to exercise any of these data subject rights.

IV. GENERAL INFORMATION

The data controller as defined in the GDPR is Zeppelin Systems GmbH, Graf-Zeppelin-Platz 1, 88045 Friedrichshafen, Germany.

Our Group Data Protection Officer will be happy to answer any questions you have regarding the processing of your personal data and can be contacted as follows:

Zeppelin GmbH

Group Data Protection Officer

Graf-Zeppelin-Platz 1, 85748 Garching/Munich, Germany

Tel.: +49 89 32 000-0

Fax: +49 89 32 000-482

E-Mail: datenschutz@zeppelin.com

Without prejudice to any other administrative or judicial remedy, every data subject shall have the **right to lodge a complaint with a supervisory authority** if the data subject considers that the processing of personal data relating to him or her infringes the GDPR (Art. 77 GDPR). The data subject may exercise this right with a supervisory authority in the Member State of his or her habitual residence, place of work or place of alleged infringement.

The relevant supervisory authority for us is:

State Commissioner for Data Protection and Freedom of Information for Baden-Württemberg

Postbox 10 29 32
70025 Stuttgart
Germany

You can use the following e-mail address for e-mail communication with the supervisory authority:

poststelle@fdi.bwl.de

This data protection notice may be updated occasionally. If there is a new intended purpose for data that has already been collected, we shall inform you without being prompted to do so.

Friedrichshafen, 11 November 2020