

Data protection information for customers, other contractual partners and interested parties

(Information on data protection regarding our processing of customer and prospective customer data in accordance with Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR))

Dear customer, dear interested party, dear contractual partner,

In accordance with the provisions of the General Data Protection Regulation (GDPR), we would like to provide you with information on the processing of your personal data and your rights under data protection law in accordance with Articles 13, 14 and 21 of the GDPR. The specific processing of your data and its use depend on the requested or agreed services. To ensure that you are fully informed about the processing of your personal data in the context of contract fulfillment or pre-contractual measures, we ask you to read the following information.

1 Responsible body within the meaning of data protection law

cerebricks GmbH
Poucher Hauptstraße 15
06774 Muldestausee
info@cerebricks.com
<https://cerebricks.com>

2 Contact data of our data protection officer

Datenmeier GmbH & Co. KG
Steffen Meier
Geistwall 12 & 14
32312 Lübbecke
steffen@datenmeier.de

3 Purposes and legal bases of processing

We process your personal data in accordance with the provisions of the European General Data Protection Regulation (GDPR) and the Federal Data Protection Act (BDSG). This is done to the extent necessary for the conclusion, execution, and fulfillment of a contract or for the implementation of pre-contractual measures. The processing of your personal data for the initiation or execution of a contract or within the framework of pre-contractual measures is carried out in accordance with Article 6(1)(b) GDPR, which means that this processing is lawful.

If you expressly give us your consent to process your personal data for specific purposes (e.g., disclosure to third parties, use for marketing purposes, or promotional emails), the processing is based on your consent in accordance with Article 6(1)(a) GDPR. Consent that has been given can be revoked at any time with future effect (see Section 9 of this privacy policy).

In addition, we may process your data beyond the actual contractual purposes, if necessary and legally permissible, in order to comply with legal obligations in accordance with Article 6(1)(c) GDPR. In addition, your data may be processed to protect our legitimate interests or those of third parties, as well as

to defend and enforce legal claims in accordance with Article 6(1)(f) GDPR. If required by law, we will inform you separately about the legitimate interest.

4 Categories of personal data

We only process data that is related to the establishment of a contract or pre-contractual measures. This includes general information about you or the people in your company (e.g., name, address, contact details, etc.) and, if applicable, additional information that you provide to us in the course of contract negotiations.

5 Sources of data

We process personal data that we receive from you when you contact us, during contract negotiations, or during pre-contractual measures, as well as data that you provide via our [sources].

6 Recipients of data

Your personal data within our company will only be passed on to the relevant departments and employees who need this data to fulfill our contractual and legal obligations or to protect our legitimate interests.

In accordance with the purposes and legal bases set out in section 3 of this data protection information sheet, your personal data may also be passed on to affiliated companies, provided this is permissible.

We process your personal data in accordance with the provisions of the GDPR within the framework of order processing agreements in accordance with Article 28 GDPR. In these cases, we ensure that the processing of your personal data complies with the provisions of the GDPR. The categories of recipients may include providers of internet services and providers of customer management systems and software.

Outside our company, your personal data will only be disclosed in accordance with legal regulations or obligations, for the fulfillment of contracts, or at your express request. In these cases, recipients of your personal data may include, for example:

- External tax advisors
- Public authorities and institutions (e.g., public prosecutor's office, police, supervisory authorities, tax office) within the scope of legal or official obligations
- Recipients who are necessary for the direct fulfillment or establishment of a contract, such as [Examples]
- Other data recipients for whom you have given us your express consent to transfer data.

7 Transfer to a third country

We don't plan to transfer personal data to third countries.

Personal data will only be transferred to countries outside the European Economic Area (EEA) or to international organizations if it's needed to carry out the contract and fulfill our contractual obligations, or if you specifically ask us to. This transfer is carried out in accordance with legal regulations or with your consent. In such cases, the recipients may include local agencies, airlines, and hotels.

8 Duration of data storage

We process and store your personal data for as long as is necessary for our business relationship and the fulfillment of contractual purposes. This includes the initiation and execution of contracts.

In addition, we are subject to various statutory retention and documentation obligations, which arise, for example, from the German Commercial Code (HGB) and the German Fiscal Code (AO). These prescribed retention and documentation periods vary between two and ten years.

The storage period also depends on the statutory limitation periods, which are generally three years in accordance with Sections 195 et seq. of the German Civil Code (BGB), but in some cases can be up to thirty years.

9 Your rights

Every data subject has various rights under the General Data Protection Regulation (GDPR). These include the right to access (Article 15 GDPR), the right to rectification (Article 16 GDPR), the right to erasure (Article 17 GDPR), the right to restriction of processing (Article 18 GDPR), the right to notification (Article 19 GDPR), and the right to data portability (Article 20 GDPR).

Furthermore, you have the right to lodge a complaint with a data protection supervisory authority (Article 77 GDPR) if you believe that the processing of your personal data is not lawful. This right to lodge a complaint exists independently of other possible administrative or judicial remedies.

If the processing of your data is based on your consent, you have the right to withdraw this consent for the use of your personal data at any time in accordance with Article 7 GDPR. Please note that such withdrawal only applies to future processing. Processing that took place prior to the withdrawal remains unaffected. In addition, we may be required by law to retain certain data for a specific period of time (see section 8 of this privacy policy).

Right to object:

If the processing of your personal data is carried out in accordance with Article 6(1)(f) GDPR to safeguard legitimate interests and you have specific reasons in your situation, you may object to this processing at any time in accordance with Article 21 GDPR. In this case, we will no longer process this personal data unless we can demonstrate compelling legitimate grounds for the processing that override your interests, rights, and freedoms, or the processing serves to assert, exercise, or defend legal claims.

In individual cases, we may use your personal data for direct marketing purposes. You have the right to object at any time to the processing of your data for such advertising purposes, including any profiling associated with it. If you object to processing for direct marketing purposes, we will no longer use your personal data for these purposes.

To exercise your rights, you can contact us using the contact details provided in section 1.

10 Necessity of providing personal data

The provision of your personal data for the decision to conclude a contract, the fulfillment of the contract, or the implementation of pre-contractual measures is voluntary. However, please note that we can only make a decision within the scope of contractual measures if you provide us with the personal data necessary for the conclusion of the contract, the fulfillment of the contract, or pre-contractual measures.

11 Automated Decision Making

We do not generally use fully automated decision-making in accordance with Article 22 of the General Data Protection Regulation (GDPR) for the initiation, execution, or fulfillment of our business relationship or for pre-contractual measures. If we should use such procedures in individual cases, we will inform you in detail or obtain your consent, if required by law.

Dokumentenrevisionsverfolgung (gem. ISO 9001)

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Dokumenten-ID	
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Begründung der Änderung	
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Genehmigt von	
Nächstes Prüfdatum	
Verknüpfte Dokumente (direkte)	
Speicherort des Dokuments	
Hinweise Kommentare	
Aktuelle Anzahl Seiten	

11.1 Anwendungsbereiche

Intern	Extern	Vertraulichkeitsstufe
☒ Alle Unternehmensbereiche ☐ Verkauf/Marketing ☐ Einkauf ☐ Fertigung ☐ Entwicklung ☐ Geschäftsführung	☒ Kunden ☐ Lieferanten ☐ Dienstleister ☐ Fremdfertiger	☒ Öffentlich ☐ Intern ☐ Vertraulich ☐ Hoch vertraulich

11.2 Revisionshistorie

Version	Datum	Geändert von	Zusammenfassung der Änderung