

VOCCON:

Data protection information for visitors to our website, recipients of information and business partners

We're delighted that you're interested in our company and its services. We'd now like to tell you about those elements of your personal data that we store and what we use this data for. We're particularly concerned about the confidentiality and integrity of your personal data (if applicable). It goes without saying that we observe the legal provisions relating to data protection, in particular the General Data Protection Regulation (GDPR), the Federal Data Protection Act and the Telemedia Act.

Person or body responsible ('data controller')

Vocatus Consulting AG & Co. KG, Oppelner Strasse 5, 82194 Gröbenzell, Germany is the data controller – as defined by the General Data Protection Regulation (GDPR) – for the processing of your personal data. You can find further contact details by going to [Legal Notice](#).

Reasons for collecting and processing personal data

Vocatus collects and processes your personal data in – amongst other things – the following circumstances:

- If you contact us directly, e.g. via our website, by email, letter, or on the phone, and you are (for example) interested in our products and services or have a different issue.
- If you request information about our products and services or purchase our products and services
- If you respond to our direct marketing activities, e.g. if you fill out a response card or provide your data online on one of our websites
- If our business partners legitimately provide us with personal information about you
- If third parties (e.g. certified address providers) legitimately pass on personal information about you

Categories of personal data that are collected and processed

The following categories of personal data may be collected:

- Contact data, in particular your name, address, phone number, email address, and other personal data such as your employer, professional role, and date of birth
- Your interest in our products and services
- Information about purchases of products and services; contractual data
- Account information for access to Vocatus portals
- Usage of websites and communication: the following data is automatically stored if you access our internet pages:
 - Date and time of access
 - Your IP address plus the name of the browser you're using and the operating system of the computer making the request
 - The name of the page/website from which you are making this visit (which might include the search engine(s) you use)
 - The names of the pages you're accessing on our website, plus the names of files you download
 - The amount of data that's been transferred
 - The access status (file transferred, file not found, etc.).
- Interactions with Vocatus' customer care, e.g. via email, web form, or phone

Why personal data is processed; transfer to third parties and in third countries

The data that has been collected is processed for the following purposes:

- To satisfy our contractual obligations within the context of our products and services (Art. 6 para. 1b GDPR)
- Customer care (Art. 6 para. 1b, 1f GDPR)

VOCCON:

- Advertising communication where your consent has been obtained (Art. 6 para. 1a GDPR)
- Assuring the quality of products and services (Art. 6 para. 1f GDPR)

We only evaluate the data we've collected about website usage and communication for statistical purposes and to identify and eradicate any technical problems.

We exclusively use your personal data for our own purposes, and will not transfer it / pass it on to any third parties unless this is necessary for one of the stated purposes. Unless otherwise indicated, your data is solely processed in the EU.

Deletion

Your personal data is deleted as soon as it is no longer required to achieve the given purpose.

In particular, data that has been collected in order to fulfil contractual obligations is stored for as long as the contract is effective and – depending on the nature and scope of the contract – for up to 10 years more in order to satisfy the legal duties of storage and clarify possible queries or claims once the contract has expired.

In order to ensure appropriate customer care and facilitate marketing, the data that has been collected from you can be stored for up to 10 years following the date of its collection unless you want it to be deleted and there are no contractual obligations or legal duties of storage that stand in the way of this request. Data we have collected about the usage of our website(s) is automatically deleted after a fixed period (currently 90 days).

If we process data for several purposes, it will be deleted as soon as the final specific purpose has been fulfilled.

Security

We have undertaken technical and organisational security measures to protect your personal data from loss, destruction, manipulation, and unauthorised access. Our employees as well as the service providers we commission to process your personal data are obliged to adhere to the legal data protection provisions and to maintain confidentiality.

Data subjects' rights

In accordance with the GDPR, you – as the 'data subject' – particularly have the following rights you may assert against us:

- The right to (access) information (Art. 15 GDPR)
- The right to rectification (Art. 16 GDPR)
- The right to erasure/deletion (Art. 17 GDPR)
- The right to restriction of processing (Art. 18 GDPR)
- The right to data portability (Art. 20 GDPR)
- The right to object (Art. 21 GDPR)

If you would like to exercise one or more of these rights, please contact us via our company contact details (see [Legal Notice](#)) or email us at dataprotection@voccon.de.

It goes without saying that we take your rights and reservations very seriously. However, if you feel that we have not adequately catered for your complaints or reservations you are entitled to submit a complaint to a competent data protection body.

Cookies

In some circumstances we store information on your computer in the form of so-called 'cookies'. Cookies are small text files whose purpose is to automatically recognise you when you next visit our website, for example so that we can adapt our internet presence to your needs.

VOCCON:

You can reject the use of cookies by changing the settings on your browser, but we would like to point out that if you do so, you might not be able to use all functions of this website in their entirety.

External links

This data protection policy does not extend to the website content of other providers/suppliers which you reach by using external links within our internet presence. You can recognise external links because they have a different URL (not www.voccon.de).

Further questions; Data Protection Officer

You're welcome to ask any further questions relating to data protection and the processing of your data by directly contacting our Data Protection Officer who you can reach via the company contact details listed in [Legal Notice](#) and by emailing dataprotection@voccon.de.