

## DATA PRIVACY POLICY

Datenschutzbeauftragten (der Anbieterin, als Email-Link ausführen).

### Privacy Policy

At Winkler GmbH we take privacy issues seriously and manage our customers' personal information with care. We take precautions to ensure that the personal information we maintain is kept accurate and held in strictest confidence.

We only collect private data on this website in order to handle your requests and for internal statistical analysis in order to enhance the services and performance of our website.

Data will not be sold or transferred to third parties without your knowledge and consent.

**The following declaration summarises the terms of data collection and utilisation.**

### 1. Data Collection on this Website

#### a) Automated Data Collection

Each and every access to our website and each file download is protocolled by phpMyVisites. The data is used for system-related and statistical purposes. The protocol contains:

- Time, duration and date of your visit
- Internet service provider, browser type and version, operating system, monitor setting and installed internet plug-ins
- Number of pages accessed
- The keyword which led you to the Winkler domain
- Referred URL
- Country code of your location

To our knowledge your IP address is not logged in the protocol, hence Winkler GmbH cannot use this data to identify you personally. The data is not and will not be combined with other sources of data.

#### b) Cookies

The website uses so called cookies. They increase the convenience of the service. Cookies are small text files, stored to your computer and your browser. Most of these cookies are session cookies. They delete themselves at the end of your visit. Cookies do not harm your computer and do not contain viruses or mal-ware.

#### c) Details provided

If you use a contact form or questionnaire additional personal data is

stored in order to process your request.

### 2. Handling of collected data

We use the data to reply to your request, process closed contracts and for technical administration.

Your personal data is only passed on to third parties or otherwise if this is mandatory in order to fulfil your order, e.g. passing order data on to a supplier, to settle accounts or if you have agreed to it in advance. You have the right to withdraw your approval at any time for the future.

We will delete any personal data if you withdraw your approval, if they are no longer required, or if the storage becomes illegal for any reason.

You can request information on personal data stored at Winkler GmbH at any time in written form.

### 3. Security note

Winkler GmbH applies appropriate and up-to-date measures to protect your data against the access of third parties. However, e-mail communication cannot be secured 100%; hence we recommend the use of postal letters for confidential requests.

### 4. Changes

This privacy policy is dated from the 30th of May, 2009. Winkler GmbH reserves the right to change or alter this declaration. Please check from time to time to ensure you are up to date with the policy.

### 5. Further information

If you have any questions concerning your data and/or data protection, please contact the data protection agent.