



## Data Protection Declaration

### We take protecting your data seriously

We hereby declare that RVT Process Equipment GmbH has taken technical and organizational measures that ensure that legal data protection regulations as the Bundesdatenschutzgesetz (BDSG) and the European General Data Protection Regulation (EU-DSGVO) are observed by us.

### Personal Data

Personal Data is information about your identity. This includes your name, your address and telephone number and your email address. You don't have to divulge personal data information in order to be able to use our internet site. But in some cases we need your name and address and further information so that we can provide you with the services you require.

The same applies when we want to give you information material or supply you with goods you have ordered, or when we need to answer your questions. We will always tell you when this is necessary. In case of providing contractual services we are legally obliged to record your personal data. In these cases there is no demand to get your approval.

If you use one of our services, we usually only take the data that is necessary to provide you with the service you require. Whenever we process personal data, we do it to provide you with the service you required. If we ask you for any further voluntary data we ask you for your agreement explicitly and the data will be processed only for providing the service required. You may repeal this agreement at any time by email.

### Using your personal data

The personal information you provided us with will be used for the specific purpose requested by you. We will not give your details to third parties. Personal data is only shared with public authorities and government institutions when this is stipulated by law, or when we are forced to do so by a court of law. Our staff and any providers we work with are bound to confidentiality and to observing the regulations of the Federal German Data Protection Laws and the European Data Protection Regulation.

### Automatically collected non-personal data

When you visit our website, we store certain information for administration and technical reasons. These are: name of the site visited, the browser and operation system used, the date and time of access, the search engine used, the name of the IP provider and the name of the downloaded files.

The data remains anonymous and it is used solely for statistical purposes and to improve our website and online services. This anonymous data is stored separately from personal data on secure systems and allows no inference on individual persons. This means that your personal details are protected at all times.

### Cookies

If you visit our website, we might store information on your computer in the form of cookies. Cookies are small files that are sent from an internet server to your browser and stored on your computer's hard drive. Only the internet protocol address is stored in this process, and no personal data is involved. The information stored on cookies means you will be automatically recognized next time you use our website, so you will find our site easier to navigate. For example, cookies enable us to adapt our website to your interests or to store your password, so you don't have to enter it again.

You can, of course, visit our website without using cookies. If you don't want us to recognize your computer next time you visit us, you can prevent cookies from being stored simply by setting your browser to "do not accept cookies". Find out how to do this in your browser's operating instructions. If you choose not to accept cookies, you may have difficulty in accessing certain parts of our site.

### Safety

We have put technical and administrative measures in place in order to protect your personal data against loss, destruction, manipulation and unauthorized access. All our employees and service providers are bound to the legal Data Protection Regulations.

Whenever we collect and process personal data, this information is coded before it is transferred. This means that your data cannot be misused by unauthorized third parties. Our safety measures are subject to an ongoing optimization process. Our data protection regulations are constantly updated.. Please make sure that you read the current version.

### Changes to our data protection regulations

We reserve the right to alter our data safety and protection regulations if and when this becomes necessary as a result of new technology. In these cases we will alter the data protection advice. Please make sure that you always use the current version of the data protection regulations.

### Links

Links from our websites to other websites are not covered by these data protection declaration. We do our best to ensure that any links on our site meet up to our standards. However, we have not control over the content of these sites and cannot guarantee that they comply with our data protection standards. We therefore advise you to check the data protection declarations on the sites you visit.

### Right to information

Please contact us at any time if you want to know what kind of personal data we have stored about you. To receive this information, please write to RVT Process Equipment GmbH – Data protection officer - , Paul-Rauschert-Straße 6, 96349 Steinwiesen, Germany or send an email to [datenschutz@rvtpe.de](mailto:datenschutz@rvtpe.de).

Steinwiesen, in July 2018