

Information on the Use of Your Personal Data

Controller

For all data that is obtained in connection with the conclusion, performance and termination of your contract, the controller within the meaning of Article 4, no. 7, of the EU General Data Protection Regulation (GDPR), i.e. the person or entity responsible, is Eppendorf SE, Barkhausenweg 1, 22339 Hamburg, Germany (“Eppendorf”).

Processing of your Personal Data

The personal data processed by Eppendorf includes your particulars (name, gender, position, employer and comparable data), work address and contact data (telephone number, email address and comparable data) as well as information about your customer history (ordered products, information discussed in sales conversations and comparable data) or your history as a business partner of Eppendorf and information about your product and contract interests which is deduced from that data.

Insofar as that data is necessary for the conclusion, performance and termination of the contracts, Eppendorf processes it on the basis of Article 6, paragraph 1, first sentence, point b GDPR. For example, the conduction of competitions, contests and surveys is based on Article 6, paragraph 1, sentence 1, point b GDPR.

The data necessary for the performance of the contract, especially the particulars as well as the business address and contact data, are necessary for the conclusion of the contract. If the customer or business partner does not provide that data, the contract cannot be concluded. There will be no other consequences of any failure to provide the above personal data.

Eppendorf also processes the personal data of customers and business partners as described above in order to get to know its customers and business partners better and be able to offer products and services which are suitable for them. The legal basis of this data processing is Article 6, paragraph 1, sentence 1, point f GDPR or, if a consent has been given, Article 6, paragraph 1, sentence 1, point a GDPR. If you have given a consent, you may revoke it at any time; however, the revocation will not affect the legality of the data processing that took place on the basis of the consent until the time of the revocation. If the processing of your personal data is based on Article 6, paragraph 1, sentence 1, point f GDPR, our legitimate interest lies in our economic interest in the advancement of our business operations and specifically in the optimisation of our sales activities.

If you do not want us to use your personal data for the above- mentioned purposes (advertising), you may object to it at any time (Article 21, paragraph 3 GDPR). Please send your objection by email to privacy@eppendorf.com or by mail to Eppendorf SE, Privacy, Barkhausenweg 1, 22339 Hamburg, Germany. Of course, your objection will not affect your contracts with Eppendorf.

Automatic decision-making pursuant to Article 22 paragraphs 1 and 4 GDPR does not take place at Eppendorf SE.

Deletion of Data

Personal data will be deleted by Eppendorf, if they are no longer needed for the purpose of their processing and any legal retention periods have expired.

As a rule, data of accounting transactions is deleted ten years after the transaction was carried out, and all other personal data is deleted six years after the termination of all contracts of the customer or business partner with Eppendorf.

Disclosure of Your Personal Data

For the performance of contracts, Eppendorf cooperates closely with internal and external sales partners. To enable your Eppendorf-internal sales partner to advise you adequately and support you in all matters related to your existing contracts with Eppendorf, the adviser in charge of you is given access to the data described above. A disclosure of personal data to external sales partners only takes place on particular occasions and only for the data that is necessary for the performance of the contracts. This concerns, for example, disclosures to logistics service providers or to service partners. The legal basis of such disclosures of your personal data is Article 6, paragraph 1, sentence 1, point b GDPR.

In addition, we may also transfer your data to the appropriate national company of the Eppendorf Group (see also section "Data Transfer Abroad") if you use offers that are provided jointly by several companies of the Eppendorf Group. The legal basis of such disclosures of your personal data is Article 6, paragraph 1, sentence 1, point b GDPR.

Furthermore, we disclose your personal data to the appropriate national company if it is in charge of the country in which you operate. In those cases, the legal basis of the data transfer is Article 6, paragraph 1, sentence 1, point f GDPR. Our legitimate interest in such data transfer lies in our business's interest in the effectiveness of its sales organisation.

In addition, we may give service providers that are bound by instruction access to your data. These so-called processors within the meaning of Article 28 of the GDPR must not process the data for their own purposes but only in the manner defined by Eppendorf. They are chosen carefully and are obliged, by law and by contract, to ensure a high level of data protection. For example, an IT administrator sent by an IT service provider may maintain Eppendorf databases and, in the course of this work, theoretically have the possibility to access personal data of our customers and business partners. As further examples, we may assign third parties with the website hosting, operating the different functions available on the website, sending emails, analysing data, making available search results or links and supporting us with executing your orders.

For purposes other than those mentioned in this letter, we will only disclose your personal data to third parties if we are obliged to do so by law (e.g. to provide information to supervisory authorities in certain cases) or if you have given us your express consent to do so. In addition, we may disclose your data if we are entitled to do so by law. In those cases, however, we will inform you separately (in case the disclosure is not described herein already).

Data Transfer Abroad

In the course of the disclosure of data described above, we may share your personal data with companies which are based outside the European Economic Area. For example, our subsidiary companies are based within and outside the European Economic Area. Eppendorf SE is part of the globally active Eppendorf Group (<https://corporate.eppendorf.com/en/>).

If your personal data is transferred to territories outside the European Economic Area, Eppendorf will adhere to the requirements of the GDPR, particularly to Article 44 et seq. GDPR. This means that, when transferring data, Eppendorf will ensure that the level of data protection guaranteed by the GDPR will not be undermined.

The transfer to third countries has one of the following legal bases as regards the international data transfer:

- The adequacy decisions of the European Commission within the meaning of Article 45, paragraph 3, GDPR; or
- Standard data protection clauses within the meaning of Article 46, paragraph 2, point c GDPR. The standard data protection clauses of the European Commission can be found here (as of June 04, 2021): https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outside-eu/model-contracts-transfer-personal-data-third-countries_de.

Information, deletion and transfer of your personal data

If you wish to be given detailed information about the personal data which Eppendorf has stored about your person, please contact Eppendorf SE, Privacy, Barkhausenweg 1, 22339 Hamburg, Germany or privacy@eppendorf.com. On request, we can also provide you with a copy of the data that Eppendorf has stored about your person. Besides, you may receive the data which you have provided to us in a structured standard machine-readable format from us or require us to transfer that data to a third party named by you.

If you find that data stored about your person is incorrect or incomplete, you may request the immediate correction or completion of that data at any time.

Provided that the prerequisites of Article 17 and 18 of the GDPR are fulfilled, you may require the deletion of your data or the restriction of its processing. In case you do not agree with the data processing performed by us or the information provided by us, you may file a complaint with the Hamburg Representative for Data Protection and Freedom of Information: Hamburgischer Beauftragter für Datenschutz und Informationsfreiheit (HmbBfDI), email: mailbox@datenschutz.hamburg.de.

If you have any questions about the processing of your personal data by Eppendorf, do not hesitate to contact our Data Protection Service at the email address privacy@eppendorf.com or the postal address Eppendorf SE, Privacy, Barkhausenweg 1, 22339 Hamburg, Germany.

Our Data Protection Officer can be contacted by email at dataprotectionofficer@eppendorf.com.

Eppendorf SE

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