

PUBLIC PROCEDURE STATEMENT of ict (information communication technology) AG with registered office in Aachen

1. Name of the responsible company:

ict (information communication technology) AG

2. Proprietor:

Management:

Udo Glaser

Oliver Plum

Dr.-Ing. Wolfgang Roehder

3. Address of the responsible company:

Kackertstr. 20

52072 Aachen

4. Purpose of data collection, processing or use:

As a comprehensive information and communication technology service provider ict AG offers individual consulting and service in the area of the IT industry's complete product range to its customers all over the world. The collection, processing and use of personal data are due to legal provisions or serve the above mentioned purposes.

5. Concerned groups of persons, data and data categories

Data of customers, interested parties, suppliers, consultants if necessary to fulfil the purposes given under 4. Also in the personnel area: data of applicants and employees.

6. Recipients or categories of recipients the data may be communicated to

Public authorities in case of priority legal provisions, external contractors according to § 11 German Federal Data Protection Act as well as external offices and internal departments of the company due to the purposes given under 5.

7. Fixed terms for data deletion

We comply with the legal duties and terms of safekeeping. The legislator has issued manifold duties and terms of safekeeping that in general demand a term of safekeeping of 10 years but partly demand less than 10 years. Additionally, differences may arise from statutory or contractual terms of safekeeping. After expiry of these terms the corresponding data is deleted as a matter of routine if it is no longer needed to fulfil a contract (e.g. works and service contracts). If data is not affected by this, it is deleted when the purpose no longer persists.

8. Planned data transfer to third countries

To fulfil contract purposes, a quasi contractual bond of trust and for consultation and services for the affected persons, data is transferred to third countries.

9. Technological and organizational measures in compliance with § 9 German Federal Data Protection Act

ict (information communication technology) AG takes all technological and organizational measures in compliance with § 9 German Federal Data Protection Act to protect the stored personal data and information.

10. Data protection officer:

Dipl.-Ing. Udo Stahl

Ing.-Büro USTA-IT



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