

**DATA PROTECTION STATEMENT
FOR THE WEBSITE OF VOICECOLLECT GMBH
WWW.VOICECOLLECT.DE
AS PER AUGUST 1, 2018**

We are pleased with your interest in our website. Protecting your privacy when processing personal data as well as the security of all business data is a priority we take into account in our business processes. Here we are informing you in detail regarding the handling of your data.

RESPONSIBLE PARTY PURSUANT TO ART. 4 SECT. 7 GENERAL DATA PROTECTION REGULATIONS (GDPR)

VoiceCollect GmbH
Justus-von-Liebig-Str. 5
61352 Bad Homburg
Germany
Tel.: +49 6172 923 33 17
Fax.: +49 6172 923 33 19
E-Mail: info@voicecollect.de
Website: www.voicecollect.de

§ 1 LEGAL BASIS FOR THE PROCESSING OF PERSONAL DATA

- (1) Where we obtain the consent of the party concerned for the processing of personal data, Art. 6 Sect. 1 lit. a GDPR will serve as the legal basis.
- (2) When processing personal data which is necessary for performance of a contract and the party concerned is party to said contract, Art. 6 Sect. 1 lit. b GDPR will serve as the legal basis. This will also apply to processing procedures necessary for performance of pre-contractual measures.
- (3) Where processing of personal data is necessary for compliance with a legal duty our company is Subject to, Art. 6 Sect. 1 lit. c GDPR will serve as the legal basis.
- (4) Where vital interests of the party concerned or of another physical entity make the processing of personal data necessary, Art. 6 Sect. 1 lit. d GDPR will serve as the legal basis.
- (5) Where processing is necessary for safeguarding a legitimate interest of the company or a third party and the interests, basic rights and basic freedoms of the party concerned do not outweigh the aforementioned interest, Art. 6 Sect. 1 lit. f GDPR will serve as the legal basis for the processing.

§ 2 DATA DELETION AND DURATION OF STORAGE

- (1) The personal data of the party concerned will be deleted or blocked after the purpose of storage has been fulfilled.
- (2) The data may be stored longer if stipulated by the European or national legislator in EU regulations, laws or other provisions the responsible party is subject to.
- (3) The data will also be blocked or deleted where a storage period prescribed by the aforementioned provisions expires, unless further storage of the data is necessary for conclusion or performance of a contract.

§ 3 INFORMATION ON THE RECORDING OF PERSONAL DATA

- (1) Here we inform you regarding the recording of personal data when using our website. Personal data are all data personally related to you such as name, address, e-mail addresses, user behavior.
- (2) When you contact us per e-mail or a contact form the data disclosed by you (your e-mail address, where applicable, your name and telephone number) are stored by us in order to answer your questions. The data incurred in this context are deleted by us after storage is no longer necessary or we restrict processing thereof if the law prescribes a records preservation period.
- (3) Should we resort to external service providers for individual functions of our offer or we would like to use your data for advertising purposes, you will be informed by us in detail regarding the respective procedures. We will also state the criteria fixed for the length of storage.

§ 4 RECORDING OF PERSONAL DATA WHEN VISITING OUR WEBSITE

When using the website for information purposes only, i.e. when you do not register or send us other information, we will only record the personal data which your browser transmits to our server. If you want to look at our website we record the following data which are necessary for us from the technical aspect in order to display our website to you and to guarantee stability and security (the legal basis for this is Art. 6 Sect. 1 Clause 1 lit. f GDPR):

- IP address
- Host name
- Date and time of the request
- Time zone difference to Greenwich Mean Time (GMT)
- Content of the request (specific page)
- Access status/HTTP-status code
- Respective data volume transmitted
- Website from which the request originated (Referrer)
- The specific pages of our website retrieved by you
- Browser: Type, version and language setting
- Operating system: Type and version
- In the case of activated JavaScript also:
 - Screen resolution
 - Color depth
 - Size of the browser window
 - Installed browser plugins

§ 5 USE OF COOKIES

- (1) In addition to the aforementioned data, cookies are stored on your computer when you use our website. Cookies are small text files which are stored on the harddrive and are allocated to the browser being used by you through which specific information is fed to the agent placing the cookie. Cookies are unable to execute any programs or transmit viruses to your computer. Their purpose is to generally to make the website more user-friendly and effective.
- (2) This website uses the following types of cookies, the extent and functioning of which are explained below:
 - Transient Cookies
 - Persistent Cookies
 - Flash Cookies

Transient cookies are automatically deleted when you close the browser. This includes in particular the session cookies. They store a “session ID” with which diverse requests by your browser can be allocated to the joint session. This allows your computer to recognize when you return to our website. The session cookies are deleted when you log out or close the browser.

Persistent cookies are automatically deleted after a set period, which may be different from cookie to cookie. You can delete the cookies on the security settings of your browser at any time.

You can configure your browser settings in accordance with your wishes and refuse to accept third party cookies or all cookies, for example. “Third party cookies” are cookies placed by a third party, i.e. not by the actual website on which you are currently on. Please be advised that in such a case you might not be able to use all functions of this website

We use cookies in order to identify you for follow-up visits if you have an account with us. If this were not the case, you would have to log in all over again for each individual visit.

The *flash cookies* used are not recorded by your browser, but by your flash plug-in. We further use HTML5 storage objects, which are deposited on your final device. These objects store the necessary data regardless of the browser used by you and do not have an automatic expiration date. You may configure the placement and deletion of flash cookies via the Adobe Flash Player settings manager at http://www.macromedia.com/support/documentation/de/flashplayer/help/settings_manager07.html

Alternatively, if you do not want the processing of flash cookies, you may install a corresponding add-on such as “Better Privacy” for Mozilla Firefox (<https://addons.mozilla.org/de/firefox/addon/betterprivacy/>) or Adobe Flash Killer Cookie for Google Chrome. You may prevent the use of HTML5 storage objects by setting your browser to private mode. We further advise you to delete your cookies and the browser history manually on a regular basis.

§ 6 OTHER FUNCTIONS AND OFFERS OF OUR WEBSITE

- (1) Alongside the use of our website exclusively for information purposes, we offer you diverse services which you may use if you are interested. For this purpose, you will normally have to provide more personal information, which we use to provide the respective service and to which the GDPR principles specified above apply.
- (2) When contacting the service provider per e-mail or via the contact form, your e-mail address, your name, and if you specify it, your company name and your telephone number and [...] are stored by us in order to answer your questions.
- (3) In part, we hire external service providers to process your data. They were selected and hired carefully by us, are bound to our instructions and are monitored on a regular basis.
- (4) Where our service providers or partners are domiciled in a country outside of the European Economic Area (EEA) we will inform you of the consequences of this circumstance in the offer description.

§ 7 RIGHTS OF THE PARTY CONCERNED

Below we are informing you of your rights as the party concerned pursuant to Art. 15 GDPR. You may exercise these rights at any time and contact us directly in this matter. If you claim these rights from us we will inspect them thoroughly, taking into account the statutory requirements and regulations associated with them. We may request further information from you for this purpose. The results of our inspection as well as our procedure to fulfill your request will be explained in detail to you by us. It is possible in this context that we will not be able to fully comply with your request. This should not

deter you from claiming or inquiring to us about your rights. We will be happy to reply to all your enquiries.

(1) Right to information

You have the right to request information from us at any time regarding if and which personal data are processed by us. This also includes information on the purposes of the processing, where applicable, on the recipients to whom we disclosed your data, the planned duration of storage and where applicable, information on the origin of these data if we did not record them from you directly. In addition, you have the right to a one-off free copy of your personal data being stored with us. We reserve the right to charge an adequate administration fee for preparation of any following copies.

(2) Right to correction

You have the right to request correction of any wrong personal data stored on you. This includes the right to completion of incomplete personal data.

(3) Right to deletion

You have the right to request us to delete your personal data being stored by us. If we allegedly published your data, our duty to forward your request for deletion, all links to these data and copies/replicas to other parties responsible for the processing of these disclosed personal data within the scope of the “right to be forgotten” pursuant to Art. 17 Sect. 2 GDPR, taking into account available technologies and implementation costs, also fall under this.

(4) Right to restriction of processing

You have the right to request the restriction of the processing of your personal data stored by us. According to this, your data may only be processed with your consent or for limited purposes defined by law.

(5) Right to objection against the processing

To the extent that we base the processing of your personal data on the weighing of interests, you may lodge an objection against the processing. This is the case where the processing is in particular not necessary for performance of a contract with you, which is explained by us in the description of the functions below. When lodging an objection, you are requested to present reasons why we should not process your personal data as we are doing. In the case of a substantiated objection we will inspect the situation and will either discontinue the data processing/adjust it or show you our reasons worthy of protection on the basis of which we are continuing the processing. Of course, you may object to the processing of your personal data for advertising purposes and data analysis at any time. You may contact us via the contact channels specified above to lodge your objection against advertising.

(6) Right of revocation of consent under data protection law

If you gave your consent to the processing of your data you may revoke it at any time. Such a revocation will impact the reliability of the processing of your personal data after you declared the revocation to us.

(7) Right to data portability

You have the right to receive personal data you provided to us in a structured, customary and machine-readable format for transmission to another responsible party. At your request and taking into account the existing technical possibilities, this includes direct transmission from us to another responsible party.

(8) Right of complaint to a supervisory body

You have the right to lodge a complaint at any time regarding the processing of your personal data with a data protection supervisory authority.

(9) Automatic decision-making including profiling

You have the right to receive information regarding the existence of an automatic decision-making process including profiling pursuant to Art. 22 Sect. 1 and 4 GDPR and-at least in these cases-to relevant information on the logic involved as well as the impact and intended consequences of such processing for the party concerned.

§ 8 WEB ANALYTICS

The legal basis for the use of all web analysis tools specified in this paragraph is Art. 6 Sect. 1 Clause 1 lit. f GDPR; i.e. the safeguarding of our legitimate interests weighed against the interests of our website visitors. Our interests constitute the analysis of the use of our website through our website visitors in order to improve our offer and make it more interesting to you as a user by using the statistics gained. Where the analysis tool has further purposes/we use it for other interests, we will inform you directly in the explanations on the respective analysis tool.

- (1) This website uses Google Analytics, a web analysis service of Google Inc. ("Google"). Google Analytics uses "cookies", text files stored on your computer which enable an analysis of your use of the website. The information on your use of this website generated by the use of cookies is normally transmitted to a Google server in the US and stored there. In the case of the activation of the IP anonymization on this website, your IP address will be abbreviated first by Google within the member states of the European Union or other states belonging to the European Economic Area. The full IP address is only transmitted to a Google server in the US and abbreviated there in exceptional cases. Google will use this information at the instructions of the website administrator to compile reports on the website activities and additional services associated with Internet use.
- (2) The IP address transmitted by your browser within the scope of Google Analytics will not be merged with other data by Google.
- (3) You may prevent the storage of the cookies by adjusting your browser software accordingly; please be advised, however, that in this case you might not be able to use all functions of this website. You may further prevent the data generated by the cookie relating to your use of the website (incl. your IP address being recorded by Google by downloading and installing the browser plugin available under the following link: <http://tools.google.com/dlpage/gaoptout?hl=de>).
- (4) This website uses Google Analytics with the add-on "_anonymizeIp()". This allows IP addresses to be processed in an abbreviated manner and any identifiability to a specific person can be ruled out. To the extent that the data stored on you permit personal identification, this is excluded immediately and the personal data are deleted at once.
- (5) For the exceptions in which the personal data are transmitted to the US, Google is subject to the EU-US Privacy Shield <https://www.privacyshield.gov/EU-US-Framework>
- (6) Information by the third party provider: Google Dublin, Google Ireland Ltd., Gordon House, Barrow Street, Dublin 4, Ireland, Fax: +353 (1) 436 100

User terms: <http://www.google.com/analytics/terms/de.html>

Overview of data protection: <http://www.google.com/intl/de/analytics/learn/privacy.html>

Data protection statement: <http://www.google.de/intl/de/policies/privacy>

§ 9 SOCIAL MEDIA AND OTHER THIRD PARTY SERVICES

1. Integration of Google Maps

- (1) On this website we use the offer by Google Maps. In this way, we pursue our interest in increasing the attractiveness of our website by showing you interactive maps directly on our website and enabling you convenient use of the map function. The legal basis for the use of the plugin is Art. 6 Sect. 1 . 1 Clause lit. f GDPR.
- (2) By visiting the website Google receives the information that you retrieved the corresponding subpage of our website. In addition, the data specified under §5 of the present statement are transmitted. This is done regardless of whether Google provides a user account via which you are logged on or if there is no user account. If you are logged on to Google your data will be directly allocated to your account. If you do not want the allocation to your Google profile you need to log out before activation of the button. Google will store your data as user profiles and use them for advertising, market research and/or customization of its website. Such an evaluation is carried out in particular (even for users who are not logged on) for the purpose of providing customized advertising and informing other users of the social network about your activities on our website. You have a right to lodge an objection against the creation of these user profiles; you must contact Google to exercise it.
- (3) For more information on the purpose and extent of the data recording and processing through the plugin provider see the provider's data protection statements. There you will also find further information on your rights and settings options to protect your privacy: Google Inc., 1600 Amphitheater Parkway, Mountainview, California 94043, USA; <http://www.google.de/intl/de/policies/privacy>. Google also processes your personal data in the US and is subject to the EU-US Privacy Shield <https://www.privacyshield.gov/EU-US-Framework>.

2. Integration of other third party services

- (1) On this website we also use offers by Google (fonts). Through use of these offers we can provide you with a better user experience on our website. This is in our interest to increase the attractiveness of our website. The legal basis for the use of these offers is Art. 6 Sect. 1 Clause. 1 lit. f GDPR.
- (2) Through the visit on the website the respective third party provider receives the information that you retrieved the corresponding subpage of our website. Moreover, the data specified under § 5 of the present statement are transmitted. This is done regardless of whether this third party provider provides a user account via which you are logged on or if there is no user account. If you are logged on to a third party provider your data are directly allocated to your account. If you do not want this allocation to your profile by the respective third party provider you need to log out before activation of the button. The third party provider may store your data as a user profile and may use them for advertising, market research and/or customization of its website. Such an evaluation is performed in particular (even for users who are not logged on) for the purpose of providing customized advertising and informing other users of the social network on your activities on our website. You have a right of objection against the creation of these user profiles; to exercise this right you must contact the respective third party provider.
- (3) More information on the purpose and extent of the data recording and processing by the plugin provider can be found in the data protection declarations by these providers. There you will also find further information regarding your rights and settings options for the protection of your privacy:

(4) Addresses of the respective providers and URL with data protection notices:

Google Inc., 1600 Amphitheater Parkway, Mountainview, California 94043, USA;

<https://www.google.com/policies/privacy/partners/?hl=de>.

Google is subject to the EU-US-Privacy-Shield:

<https://www.privacyshield.gov/EU-US-Framework>