

Privacy policy

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Name and address of the controller

The controller within the meaning of the General Data Protection Regulation and other national data protection laws of the member states as well as other data protection regulations is the:

Teamwire GmbH Tittmoninger Straße 11 81679
Munich, Germany

Phone

+49 89 122219920

E-Mail

info@teamwire.eu

Website

www.teamwire.eu



The name and address of the data protection officer of the controller is

Dr. Karsten Kinast, LL.M.

KINAST Rechtsanwalts-gesellschaft mbH Nordstraße 17 a
50733 Cologne Germany

Phone

+49 (0)221 222183-0

E-Mail

mail@kinast.eu

Website

<https://www.kinast.eu/>



General information on data processing

1. Principle of data protection and data minimization

Personal data protection is therefore committed to the confidential and responsible handling of user data in compliance with data protection regulations. We see ourselves as a service provider for companies and authorities and only access data when needed to provide our services.

To protect your personal data managed by Teamwire GmbH against accidental or intentional manipulation, loss, destruction, or against access by unauthorized persons, our technical and organizational security measures are designed to protect your personal data.

Measures are continuously improved in line with technological developments. In addition, our employees, subcontractors, and other auxiliary persons are obliged to maintain confidentiality and data protection and are regularly trained and educated.

2. Scope of the processing of personal data

We process the personal data of our users only to the extent necessary to provide functional applications, clients, software, servers, and APIs (hereinafter referred to as "apps and services"), websites, newsletters, and our content and services. We process our users' personal data only regularly with their consent. An exception applies in cases where prior consent cannot be obtained for factual reasons, and the data processing is permitted by law.

3. Legal basis for the processing of personal data

Insofar as we obtain the consent of the data subject to process personal data, Art. 6 para. 1 lit. a EU General Data Protection Regulation (GDPR) is the legal basis.

When processing personal data necessary for the performance of a contract to which the data subject is a party, Art. 6 para. 1 lit. b GDPR serves as the legal basis. This also applies to processing operations that are necessary for the pre-contractual measures are required.

The legal basis for processing personal data is Art. 6 para. 1 lit. c GDPR, insofar as it is necessary to fulfill a legal obligation to which our company is subject.

If the processing of personal data is required for the vital interests of the data subject or another natural person, Art. 6 para. 1 lit. d GDPR serves as the legal basis.

If the processing is necessary to safeguard a legitimate interest of our company or a third party and if the interests, fundamental rights, and freedoms of the data subject do not outweigh the former interest, Art. 6 para. 1 lit. f GDPR serves as the legal basis for processing.

4. Data deletion and storage duration

The personal data of the data subject will be deleted or blocked as soon as the purpose of the storage no longer applies. Storage may take place beyond this if the European or national legislator provides for it in EU regulations, laws, or other provisions to which Teamwire GmbH is subject. The data will also be blocked or deleted if a storage period prescribed by the aforementioned standards expires unless further storage is needed to conclude or fulfill a contract.



Provision of the website and creation of log files

1. Type and scope of data processing

When you access and use our website, we collect the personal data your browser automatically transmits to our server. This information is temporarily stored in a so-called log file. When you use our website, we collect the following data, which is technically necessary for us to display our website to you and to ensure stability and security:

1. Information about the browser type and version used
2. The user's operating system
3. The user's internet service provider
4. The IP address of the user
5. Date and time of access
6. Websites from which the user's system accesses our website
7. Websites that are accessed by the user's system via our website

The data is also stored in our system log files. This does not affect the user's IP addresses or other data that allows the data to be assigned to a user. This data is not stored together with the user's other personal data.

2. Legal basis

Art. 6 para. 1 lit. GDPR serves as the legal basis for processing the aforementioned data. The processing of the aforementioned data is necessary to provide a website and thus serves to safeguard the legitimate interest of our company.

3. Storage period

Temporary storage of the IP address by the system is necessary to enable delivery of the website to the user's computer. For this purpose, the user's IP address must remain stored for the session.



Use of cookies

1. Type and scope of data processing

We use cookies on our website. Cookies are small files that we send to your device's browser and store there when you visit our website. Some functions of our website cannot be offered without using technically necessary cookies.

Other cookies, on the other hand, enable us to perform various analyses. For example, cookies can recognize the browser you are using when you revisit our website and to transmit different information to us. With the help of cookies, we can make our website more user-friendly and effective for you, for example, by tracking your use of our website and determining your preferred settings (e.g., country and language settings). If third parties process information via

cookies, they collect the information directly via your browser. Cookies do not cause any damage to your end device. They cannot execute programs or contain viruses.

Various types of cookies are used on our website, the kind and function of which are explained in more detail below.

Type 1

Session cookies

Our website uses session cookies automatically deleted when you close your browser. This type of cookie makes it possible to record your session ID. This allows various requests from your browser to be assigned to a common session and enables us to recognize your end device during subsequent website visits within a session.

Type 2

Persistent cookies

Persistent cookies are used on our website. Persistent cookies are cookies stored in your browser for a longer time and transmit information to us. The respective storage period differs depending on the cookie. You can delete persistent cookies yourself via your browser settings.

Function 1

Required cookies

These cookies are required for technical reasons so you can visit our website and use our functions. This relates, for example, to the following application: Compliance, which stores the user's consent status.

These cookies also contribute to the secure and compliant use of the website.

Function 2 Functional cookies

With the help of these cookies, we can analyze website usage and improve the performance and functionality of our website. For example, information is collected about how our website is used by visitors, which pages are accessed most frequently, or whether error messages are displayed on certain pages.

Function 3 Statistics cookies

Statistics cookies help website owners understand how visitors interact with websites by collecting and reporting information anonymously.

Function 4 **Marketing cookies**

Advertising cookies (third-party provider) allows showing you various offers that match your interests. These cookies can be used to record the web activities of users over a longer period of time. You may recognize the cookies on different devices you use.

The following third-party providers receive personal data via cookies integrated on our website:

- LinkedIn, 2029 Stierlin Court, Mountain View, CA 94043, USA
- Twitter Inc, 1355 Market St, Suite 900, San Francisco, CA 94103, USA
- Google Inc., 1600 Amphitheatre Parkway, Mountainview, CA 94043 USA
- Meta Platforms Ireland Limited, 4 Merrion Road, Dublin 2, Ireland

Furthermore, specific cookies make it possible to connect to your social networks and share content from our website within your networks.

2. Legal basis for data processing

The legal basis for the processing of so-called technically necessary cookies is our legitimate interest in the processing of personal data by Art. 6 para. 1 lit. f GDPR. We require your consent for not technically necessary or third-party cookies. If you have given us your consent to the use of cookies based on a notice ("cookie banner") provided on the website, the legality of the use is also governed by Art. 6 para. 1 sentence 1 lit. a GDPR. You can revoke this consent at any time by deactivating cookies in your browser settings for the future.

3. Storage period

As soon as the data transmitted to us via the cookies is no longer required to achieve the above purposes, this information will be deleted, especially if the cookies are deactivated. Further storage may occur in individual cases if this is required by law.

4. Configuration of the browser settings

You can manage the cookie settings via the options listed below or by configuring your browser settings.

Most browsers are set to accept cookies by default. However, you can configure your browser to only accept certain cookies or no cookies. However, we would like to point out that you may no longer be able to use all the functions of our website if your browser settings on our website deactivate cookies. You can also use your browser settings to delete cookies already stored in your browser or to display the storage period. Furthermore

It is possible to set your browser to notify you before cookies are stored. As the various browsers may differ in their respective functions, we ask you to use your browser's help menu for configuration options.

We recommend installing specially developed plug-ins if you want a comprehensive overview of all third-party access to your Internet browser.

Further information on the individual cookies used is in the appendix "Your cookie settings," located at the end of this page. The appendix also contains a link to our Cookie Consent Manager, which you can use to manage your consent.



Tracking and analysis tools

We use tracking and analysis tools to ensure our website's continuous optimization and needs-based design. With the help of tracking measures, we can also record the statistical use of our website by visitors and further develop our online offer for you with the help of the knowledge gained. Based on these interests, using the tracking and analysis tools described below is justified following Art. 6 para. 1 lit. f GDPR. If you have given us your consent to the use of cookies based on a notice ("cookie banner") provided on the website, the legality of the use is also based on Art. 6 para. 1 lit. a GDPR. The description of the following tracking and analysis tools shows the respective processing purposes and the data processed.

1. Google Analytics

a. Type and scope of data processing

This website uses Google Analytics, a web analytics service provided by Google Inc, 1600 Amphitheatre Parkway, Mountainview, CA 94043 USA ("Google"). Google Analytics uses cookies, which are stored on your computer and enable your website to be analyzed.

The information generated by these cookies, for example, about the time, place, and frequency of your website use, is usually transferred to a Google server in the USA and stored there. When using Google Analytics, it cannot be ruled out that the cookies set by Google Analytics may also collect other personal data in addition to the IP address. Please note that Google may transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf.

Google will use the information generated by cookies on behalf of the operator of this website for the purpose of evaluating your use of the website, compiling reports on website activity and providing other services relating to website activity and internet usage to the website operator.

According to Google, the IP address transmitted by your browser as part of Google Analytics will not be merged with other Google data.

You can generally prevent the storage of cookies by selecting the appropriate settings in your browser software. However, we would like to point out that in this case you may not be able to use all the functions of this website to their fullest extent.

To prevent information about your website use from being collected by Google Analytics and transmitted to Google Analytics, you can also download and install a plugin for your browser at the following link: <http://tools.google.com/dlpage/gaoptout?hl=de>. This plugin prevents information about your visit to the website from being transmitted to Google Analytics. This plugin does not prevent any other analysis.

We would like to point out that you cannot use the browser plugin described above when visiting our website via the browser of a mobile device (smartphone or tablet). A so-called opt-out cookie is set in your browser by clicking on this link. This prevents information about your visit to the website from being transmitted to Google Analytics. Please note that the opt-out cookie is only valid for this browser and only for this domain. If you delete the cookies in this browser, the opt-out cookie will also be deleted. To continue to prevent Google Analytics from collecting data, you must click on the link again. The use of the opt-out cookie is also possible as an alternative to the above plugin when using the browser on your computer.

To ensure the best possible protection of your personal data, Google Analytics has been extended on this website by the code "anonymizelp". This code causes the last 8 bits of the IP addresses to be deleted and your IP address to be recorded anonymously (so-called IP masking). Your IP address will be shortened by Google before transmission within member states of the European Union or in other contracting states of the Agreement on the European Economic Area and thus anonymized. Only in exceptional cases is the full IP address transmitted to a Google server in the USA and truncated there.

→ In the context of the use of Google Analytics

Personal data is transferred to countries outside the EU/EEA, particularly to the USA. The European Court of Justice considers the USA to be a country with inadequate data protection by EU standards. Due to the lack of an adequacy decision and without suitable guarantees, there is a particular risk that your data may be processed by US authorities for control and monitoring purposes, possibly without the possibility of legal recourse. In this respect, we would like to point out that there may currently be no suitable guarantees for data transfer to the USA.

You can find more information on this at <http://tools.google.com/dlpage/gaoptout> or <https://policies.google.com/> (general information on Google Analytics and data protection).

b. Legal basis

The legal basis for the use of Google Analytics for the associated storage of information on your end device and its subsequent readout is your expressly granted consent following Section 25 (1) sentence 1 of the German Data Protection Act (TTDSG). You can revoke this consent for the future by deactivating cookies in your browser settings or in our Cookie Consent Manager.

The following processing of your personal data is based on your express consent by Art. 6 para. 1 lit. a GDPR. You can revoke this consent for the future by deactivating cookies in your browser settings or our Cookie Consent Manager.

c. Storage duration

The storage period for data in Google Analytics is set at 26 months. The cookies set by Google Analytics are valid for up to 2 years.

2. Google AdWords

a. **Type and scope of data processing**

We use the technology "Google AdWords" and specifically conversion tracking. Google Conversion Tracking is an analysis service of Google Inc, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA. If you click on an advertisement placed by Google, a cookie for conversion tracking is stored on your PC. The cookies are valid for 30 days and are not used for personal identification. If you visit certain pages of our website when the cookie has not yet expired, Google and we can recognize that you have clicked on a specific ad and have been redirected to this page. Google AdWords customers each receive a different cookie. It is, therefore, not possible to track cookies via the websites of AdWords customers.

The data collected with the help of the conversion cookie is used to create conversion statistics for AdWords customers who use conversion tracking. The customers learn the number of users who have clicked on their ad and were then redirected to a page with a conversion tracking tag. However, they do not receive any information that can be used to identify users personally.

If you do not wish to participate in conversion tracking, you can prevent this by making the appropriate settings in your browser, e.g., by generally avoiding the installation of cookies. You can also deactivate cookies for conversion tracking by setting your browser so that only cookies from the web address "googleadservices.com" are blocked.

When using Google AdWords, personal data may be transferred to countries outside the EU/EEA, in particular to the USA. To be able to guarantee adequate protection of your personal data if personal data is transferred to such third countries, we have concluded so-called EU-US standard contractual clauses with Google. The USA is considered by the European Court of Justice to be a country with an inadequate level of data protection according to EU standards. Due to the lack of an adequacy decision and without suitable guarantees, there is a particular risk that your data may be processed by US authorities for control and monitoring purposes, possibly without the possibility of legal recourse. Furthermore, we are in constant

communication with Google to ensure the protection of your personal data with any additional measures that may be necessary.

b. Legal basis

The legal basis for the use of Google Ads for the associated storage of information on your end device and its subsequent reading is your expressly granted consent by Section 25 (1) sentence 1 TTDSG. You can revoke this consent for the future by deactivating cookies in your browser settings or in our Cookie Consent Manager.

The following processing of your personal data is based on your express consent following Art. 6 para. 1 lit. a GDPR. You can revoke this consent for the future by deactivating cookies in your browser settings or in our Cookie Consent Manager.

c. Storage duration

The storage period for data in Google AdWords is set at 12 months. The cookies set by Google AdWords are valid for up to 1 year.

3. LinkedIn Insight Tag

We use the so-called "Insight Tag" of LinkedIn Corporation, 2029 Stierlin Court, Mountain View, California 94043, USA ("LinkedIn") on our website. The LinkedIn Insight Tag creates a unique cookie in your browser and enables the collection, including the following data: IP address, device and browser characteristics, and page events (e.g., page views). LinkedIn does not share any personal data with us but only offers anonymized reports on the website's target group and display performance. Therefore, it is impossible for us to conclude individual members using the information from the Page Insights. With the help of this technology, we can track the effectiveness of our advertisements and information on website interaction.

LinkedIn also offers the option of retargeting via the Insight Tag. We can use this tag to display targeted advertising outside our website without identifying you as a visitor.

If you are a LinkedIn member and have allowed LinkedIn to do so via the privacy settings of your account, LinkedIn may also link the information collected about your visit to our website to your member account. You can view and change the privacy settings of your LinkedIn profile at any time.

The legal basis for the use of the LinkedIn Insight tag for the associated storage of information on your end device and its subsequent reading is your expressly granted consent following Section 25 (1) sentence 1 TTDSG. You can revoke this consent for the future at any time by deactivating cookies in your browser settings or in our Cookie Consent Manager. The subsequent processing of your personal data is based on your express consent by Art. 6 para. 1 lit. a GDPR. You can revoke this consent for the future at any time by deactivating cookies in your browser settings or in our Cookie Consent Manager.

The cookies set are valid for 90 days. The personal data collected with the help of the conversion cookie is deleted when it is no longer required for the active campaign and there is no other legal obligation to retain it.

When using the service, personal data may be transferred to countries outside the EU/EEA, in particular to the USA. In order to be able to guarantee adequate protection of your personal data in the event of the transfer of personal data to such so-called third countries, we have concluded so-called EU-US standard contractual clauses with the provider. The USA is considered by the European Court of Justice to be a country with an inadequate level of data protection according to EU standards. Due to the lack of an adequacy decision and without suitable guarantees, there is a particular risk that your data may be processed by US authorities for control and monitoring purposes, possibly without the possibility of legal recourse. In addition, where possible, we are in contact with the providers to ensure the protection of your personal data with any necessary additional measures.

Further information on the processing of personal data by LinkedIn can be found at:

https://www.linkedin.com/legal/privacy-policy?trk=homepage-basic_footer-privacy-policy.

4. HubSpot

We use the services of the software manufacturer HubSpot. HubSpot is a software company from the USA with a branch in Ireland (HubSpot Inc., 2nd Floor, 30 North Wall Quay, Dublin 1, Ireland).

HubSpot is a service platform. The service used is an integrated software solution that allows us to manage customer data and cover various aspects of our online marketing. This includes analyzing the use of our website and reporting. For this purpose, so-called.

"web beacons" are used and cookies are stored on your device.

For example, the following personal data may be collected: IP address, geographical location, type of browser, duration of visit, and pages viewed.

Our download services allow you to find out more about our company, download content, and provide your contact and other information. The information collected and the content of our website are stored on the servers of our software partner, HubSpot Ireland. We can use it to contact visitors to our website and determine which of our company's services interest them. We use all information collected solely to optimize our marketing.

However, we only use your IP address in a shortened version. This means that HubSpot shortens users' IP addresses within member states of the European Union or other signatory states to the Agreement on the European Economic Area. Only in exceptional cases will the full IP address be transmitted to a HubSpot server in the USA and shortened there.

The cookies have a standard lifespan of 13 months. In addition, we delete the personal data collected via HubSpot as soon as the purpose for which it was collected has been achieved unless statutory retention periods prevent deletion.

The information generated by the cookies about your use of this website is usually stored on servers worldwide.

Data processing is carried out on the basis of Art. 6 para. 1 lit. a GDPR provided that you have given your consent via our cookie banner. You can withdraw your consent at any time. HubSpot is subject to the

TRUSTe's Privacy Seal, the Privacy Shield and the U.S. - Swiss Safe Harbor Framework.

Further information on how HubSpot works can be found in the HubSpot Inc. privacy policy.

5. Matomo

a. **Type and scope of data processing**

This website uses the open-source web analysis service Matomo (formerly "PIWIK") from InnoCraft Ltd, 150 Willis St, 6011 Wellington, New Zealand. Matomo uses so-called "cookies". These are text files that are stored on your computer and enable us to analyze your use of the website.

We also use the Heatmap & Session Recordings modules. Matomo's heatmap service shows us the areas of our website where the mouse is moved most frequently or which are clicked on most often. The session recording service records individual user sessions. We can play back recorded sessions and thus analyze the use of our website. Data entered in forms is not recorded or visible at any time.

For this purpose, the information generated by the cookie about the use of this website is stored on our server. The IP address is anonymized before it is saved. Matomo cookies remain on your end device until you delete them. The information collected in this way is stored exclusively on our server, namely the following data:

1. two bytes of the IP address of the user's calling system
2. the website accessed
3. the website from which the user accessed the website (referrer)

4. the subpages that are accessed from the accessed website
5. the time spent on the website
6. the frequency of visits to the website

If you disagree with the storage and use of your data, you can deactivate the storage and use. In this case, an opt-out cookie is stored in your browser, which prevents Matomo from storing usage data.

If you delete your cookies, this will also result in the

The Matomo opt-out cookie is deleted. The opt-out must be reactivated when you visit our website again. We would also like to point out that you may not be able to use all the functions of this website to their full extent if you deactivate the cookie.

Further information on data protection can be found in the privacy policy at:

<https://matomo.org/privacy-policy/>

b. Legal basis

Data processing is based on your consent in accordance with Section 25 (1) TTDSG, Art. 6 (1) (a) GDPR, provided that you have given your consent via our banner. You can withdraw your consent at any time. Please make the appropriate settings via our banner.

c. Storage duration

The storage period for data in Matomo is set at 6 months. The cookies set by Matomo are valid for up to 6 months.

6. Microsoft Bing Ads

a. Type and scope of data processing

This website uses Microsoft Advertising, an advertising program of Microsoft Corporation, One Microsoft Way, Redmond, WA 98052- 6399, USA. ("Microsoft Advertising"). Microsoft Bing Ads stores a cookie on your computer if you have reached our website via a Microsoft Bing ad. In this way, Microsoft Bing and we can recognize that someone has clicked on an ad, has been redirected to our website, and has reached a predetermined target page (conversion page). We only learn the total number of users who clicked on a Bing ad and were then redirected to the conversion page. No personal information about the identity of the user is disclosed.

Suppose you do not want information about your behavior to be collected by Microsoft, as explained above. In that case, you can refuse the setting of a cookie required for this - for example, by using a browser setting that generally deactivates the automatic setting of cookies. You can also prevent the collection of data generated by the cookie and related to your use of the website and the processing of this data by Microsoft by clicking on the following link: <http://choice.microsoft.com/de-DE/opt-out> to declare your objection.

Further information on data protection and the cookies used by Microsoft and Bing Ads can be found on the Microsoft website at <https://privacy.microsoft.com/de-en/privacystatement>.

b. Legal basis

The legal basis for using cookies is your express consent, Art. 6 para. 1 sentence 1 lit. a GDPR. You can revoke this consent at any time by deactivating the cookies in your browser settings for the future.

C. Storage duration

The storage period for data in Microsoft Bing Ads is set at 24 months. The cookies set by Microsoft Bing Ads are valid for up to 2 years.

7. Meta pixel

This website uses the visitor action pixel (Meta Pixel) from Meta to analyze conversions. The service is provided by Meta Platforms Ireland Limited, 4 Merrion Road, Dublin 2, Ireland. According to Meta, the data collected is transferred to the USA and other countries.

The visitor action pixel makes it possible to track the behavior of site visitors who have reached the provider's website by clicking on a Facebook or Instagram ad. This is used to evaluate the effectiveness of Facebook or Instagram ads for statistical and market research purposes and to optimize future advertising measures.

The data collected remains anonymous to us as the website operator, so we cannot draw any conclusions about the user's identity. The Meta pixel automatically establishes a direct connection between your browser and the Meta server. Meta stores and processes your data in order to link it to the respective user profiles and to use it for its own advertising purposes in accordance with Meta's privacy policy. This allows Meta to place ads on Facebook or Instagram pages and outside these pages. This use of data cannot be influenced by us as the site operator.

Meta pixels are used by Art. 6 para. 1 lit. a GDPR, whereby consent can be revoked by deactivating cookies via our Cookie Consent Manager or in your browser settings for the future.

The cookies set are valid for 180 days. The personal data collected using the cookie is deleted when it is no longer required for the active campaign, and no other statutory retention obligation exists.

Personal data may be transferred to countries outside the EU/EEA, particularly to the USA, during use. This currently occurs under the so-called Data Privacy Framework between the EU and the USA.

Further information on data protection can be found in Meta's privacy policy: <https://de-en.facebook.com/about/privacy/>.

Meta's "Custom Audiences" remarketing function can be deactivated in the ad settings at https://www.facebook.com/ads/preferences/?entry_product=ad_settings_screen, provided you are logged in to Meta.

If you do not have a Meta account, you can deactivate usage-based advertising from Meta on the European Interactive Digital Advertising Alliance's website:

<http://www.youronlinechoices.com/de/praeferenzmanagement/>.

You can find further information on the use of cookies in our Cookie Consent Manager. You can also manage your consent there.



Web fonts from Google

1. Type and scope of data processing

Our website uses so-called web fonts provided by Google for the uniform display of fonts. When you call up a page, your Internet browser loads the required web fonts in the cache of your Internet browser to display texts and fonts correctly.

For this purpose, your browser must connect to Google's servers. As a result, Google will become aware that you have accessed our website using your IP address.

When using web fonts, personal data may be transferred to countries outside the EU/EEA, in particular to the USA. The USA is considered by the European Court of Justice to be a country with an inadequate level of data protection according to EU standards. Due to the lack of an adequacy decision and without suitable guarantees, there is a particular risk that your data may be processed by US authorities for control and monitoring purposes, possibly without the possibility of legal recourse. In this respect, there may currently be no suitable guarantees for data transfer to the USA.

2. Legal basis

The legal basis for the processing of users' personal data is Art. 6 para. 1 lit. f GDPR. The use of Google Web Fonts is in the interest of a uniform and optimal presentation of our website. This constitutes a legitimate interest within the meaning of Art. 6 para. 1 lit. f GDPR.

3. Storage period

We do not store any personal data in this context.



Social plugins

Our websites contain social plugins from social networks

"Twitter" (Twitter, Inc., 1355 Market St, Suite 900, San Francisco, California 94103, USA) and "LinkedIn" (LinkedIn Corporation, 2029 Stierlin Court, Mountain View, California 94043, USA). These plugins may also collect personal data about website visitors, transmit it to the respective service, and link it to the visitor's respective service. Teamwire GmbH does not collect personal data via social plugins and their use.

We have used passive social media buttons or the so-called Shariff solution on our website to prevent data from being transferred to service providers in the USA without the user's knowledge. This means that the social plugins on the website are initially only integrated as graphics. These graphics contain a link to the plugin's corresponding provider's website. Only when you click on one of the graphics will you be redirected to the service of the respective provider? This solution ensures that personal data is not automatically forwarded to the providers of the respective social plugins when you visit our website. If you click on one of the social plugin graphics, data may be transmitted to the respective service provider and stored there. If you do not click on any of the graphics, there will be no data transfer between you and the respective provider of the social plugin.

You can find more information about the Shariff solution on the following website:

<https://www.heise.de/ct/artikel/Shariff-SocialMedia-Buttons-with-privacy-2467514.html>

After clicking on a social plugin, the respective service provider receives the information that you have visited the corresponding page.

have visited our online offer. Please note that you do not need a user account with the relevant service for this or need to be logged in there already. However, suppose you already have a user account with the relevant service provider and are already logged into this account when you visit our website. In that case, the data collected by the social plugin will be assigned directly to your account. If you do not want the assignment to your profile with the service provider, log out of your user account before clicking on one of the social plugins.

Please note that Teamwire GmbH does not influence whether and to what extent the respective service providers collect personal data. We are not aware of the scope, purpose, or storage periods of the respective data collection. However, it must be assumed that at least the IP address and device-related information are used and collected via social plugins. It is also possible that the respective service providers use cookies.

When using the plugins, personal data may be transferred to countries outside the EU/EEA, particularly the USA. The European Court of Justice considers the USA a country with inadequate data protection by EU standards. Due to the lack of an adequacy decision and without suitable guarantees, there is a particular risk that your data may be processed by US authorities for control and monitoring purposes, possibly without the possibility of legal recourse. In this respect, no suitable guarantees for data transfer to the USA may exist.

Please refer to the data protection information directly from the respective service's website for the scope and purpose of data collection and for further processing and use of your data. You will also find additional information about your corresponding data protection rights and privacy setting options.

1. Twitter Inc, 1355 Market St, Suite 900, San Francisco, California 94103, USA
<https://twitter.com/privacy?lang=de>
2. LinkedIn Corporation, 2029 Stierlin Court, Mountain View, California 94043, USA
https://www.linkedin.com/legal/privacy-policy?_l=de_DE

IX

Newsletter and info mailings

1. Type and scope of data processing

You can subscribe to a free newsletter on our website. When registering for the newsletter, the e-mail address from the input mask is transmitted to us. In addition, the date and time of registration are collected during registration.

When sending our newsletter, we work with the service provider Sendinblue (Sendinblue GmbH, Köpenicker Str. 126, 10179 Berlin) and HubSpot (see point 4 of our privacy policy statement),

which processes your data on our behalf and ensures that the emails are sent correctly. Your data will not be passed on to third parties in connection with the newsletter's sending.

For the data processing, confirmation of your e-mail address is obtained as part of the registration process (double opt-in). Reference is made to this privacy policy before your e-mail address is transmitted to us. This ensures that only you, as the owner of the e-mail address provided, can register for the newsletter.

The data is used exclusively to send the newsletter. For this purpose, we use a newsletter tool with a server located in Germany.

We also send further promotional information if you are registered in our system in compliance with the legal regulations. Our promotional information includes product information and product news. The purpose of sending further information mailings is to inform interested parties and customers about our current products. Suppose we have received your e-mail address concerning the sale of a product or service, and you have not objected to this. In that case, we will process your e-mail address to conduct direct advertising for our similar products or services.

2. Legal basis

The legal basis for the processing of data after registration for the newsletter by the user is Art. 6 para. 1 lit. a GDPR if the user has given consent. Information mailings are sent based on our legitimate interests in direct advertising, Art. 6 para. 1 lit. f GDPR or the dispatch on § 7 para. 3 UWG.

3. Storage period

You can unsubscribe from the newsletter or the sending of e-mails for advertising purposes at any time with effect in the future. The data will be deleted as soon as it is no longer required for the purpose for which it was collected. The user's e-mail address will, therefore, be stored for as

long as the subscription to the newsletter is active. After you unsubscribe from the newsletter, your e-mail address will be deleted. You will find a link to unsubscribe from our info mailing at the end of each info mailing.



Contact form and e-mail contact

1. Type and scope of data processing

Our website has a contact form that can be used to contact us electronically. If a user makes use of this option, the data entered in the input mask will be transmitted to us and stored. These data are

1. Name of the user
2. E-mail address of the user
3. Message from the user
4. Date and time of the message
5. Job position
6. Company size
7. Phone number

Alternatively, you can contact us via the email address provided. In this case, the user's personal data transmitted with the e-mail will be stored.

For data processing, reference is made to this privacy policy on the website.

The data is used exclusively to process the conversation.

If you fill out the contact form on our website or email us directly, we will transmit this data to an email system provided by Google Inc. based in the USA. Although Google Inc. also operates servers within the EU, it cannot be ruled out that your data will be transferred to countries

outside the EU/EEA, particularly the USA. The USA is considered by the European Court of Justice to be a country with an inadequate level of data protection according to EU standards. Due to the lack of an adequate decision and without suitable guarantees, there is a particular risk that your data may be transferred to the USA by US authorities for control and monitoring purposes, possibly without legal remedies. In this respect, there may currently be no suitable guarantees for data transfer to the USA.

2. Legal basis

The legal basis for the processing of data transmitted by sending a message via the contact form or by e-mail is Art. 6 para. 1 lit. f GDPR. If the e-mail contact is aimed at after a contract, the additional legal basis for the processing is Art. 6 para. 1 lit. b GDPR.

3. Storage period

The data will be deleted as soon as it is no longer required to achieve the purpose for which it was collected. The personal data from the input screen of the contact form and those sent by email will be stored for as long as is necessary for the respective facts, the respective conversation, or the respective contractual relationship. Any further storage of your personal data in this context will only take place if this is required by law.

XI

Webinars

1. Type and scope of data processing

The Teamwire website offers visitors, primarily business customers, the opportunity to register for webinars.

The information provided in the registration forms, including personal data, is sent to our CRM system HubSpot (see point 4. of the privacy policy), as well as to the service “Livestorm” of Livestorm SAS, 16 Rue Cuvier, 69006 Lyon, France, (hereinafter “Livestorm SAS”), through which we conduct the webinars. Livestorm SAS is ISO 27001 certified and hosts its service in Ireland. For more information about data protection at Livestorm SAS, please refer to [this external link](#).

A data processing agreement within the meaning of Art. 28 GDPR has been concluded with Livestorm. Data processing by Livestorm is subject to the instructions of Teamwire. Visitors who have registered for a webinar will receive a participation link for the respective webinar from Livestorm SAS at the e-mail address they provided. In advance of the webinar, registered visitors may receive e-mails with reminders of the date and further information on the topic of the webinar, possibly combined with the opportunity to submit questions. After the webinar, registered attendees may receive another email thanking them for attending the webinar or, if they did not attend, reminding them that they missed the webinar. If the webinar was recorded, registered attendees will be provided with a download link for the video recording.

2. Categories of personal data processed

The following personal data is transmitted to HubSpot and Livestorm SAS when a registration form for a webinar is submitted and processed:

- First name;
- Surname;
- Position;
- Company size
- Professional email address;

When participating in the webinars, the following data is processed:

- Your email address

- Your displayed name
- If applicable, recordings of your oral/written contributions

Optionally, the recordings of the webinars are also made available to participants as a download.

3. Purpose

The aforementioned personal data is processed by Teamwire and transmitted to Livestorm SAS for the following purposes:

- Registration and participation in webinars;
- Further marketing purposes (e.g. to send e-mails in connection with the webinars and/or the topic of the respective webinar; sending the general newsletter)

4. Legal basis

The processing of the visitor's personal data for registration and participation in a webinar only takes place if the visitor has consented to the processing of personal data, including the transmission to HubSpot and Livestorm SAS, Art. 6 para. 1 lit. a GDPR. The consent can be revoked at any time, with effect for the future (see also point XIII. Rights of the data subject).

5. Storage period

The data will be deleted as soon as it is no longer required for the purpose for which it was collected and stored, or alternatively as soon as you revoke your consent to the processing of your personal data.



Registration and provision of apps and services

1. Type and scope of data processing

Users must register by providing personal data to use our apps and services. The personal data is entered into an input mask of the respective app or service, transmitted to us, processed, and stored. The following data may be collected, processed, and stored as part of the registration process:

1. First name and surname of the user
2. E-mail address of the user
3. Telephone number and mobile phone number of the user
4. Company of the user
5. Position/role of the user
6. Company address of the user
7. User name and password
8. Consent to the terms of use
9. E-mail addresses and telephone numbers from the address book
10. Profile information of the user

The following data may also be collected, processed, and stored at the time of registration and each time our apps and services are subsequently accessed or used:

1. Contact information and images of users to ensure communication with your contacts in the app.
2. Date and time of registration

3. IP address of the user
4. MAC address and UDID of the end device used
5. Text messages
6. Digital content (e.g. photos, videos, links, files, documents, voice messages, surveys, calendar appointments)
7. Location of the user
8. Groups and distribution lists
9. End device identification and version of the operating system used
10. Version of apps and services used
11. Log files on usage duration, volume and intensity
12. Log files on the successful execution of commands or
13. Delivery/retrieval/storage of information
14. The collection, processing and storage of data is necessary for the provision, administration, security and ongoing improvement of the apps and services.
15. Teamwire GmbH may require a User's contact details to send the User administrative messages and important information about the Apps and Services.

→ Important notes

All data is pseudonymized and encrypted as much as possible on the servers of Teamwire GmbH (e.g. phone numbers are one-way encrypted using a hash function).

The Teamwire GmbH apps transfer all data in encrypted form (transport encryption), in addition the connection data is encrypted (metadata encryption), and all data is stored in encrypted form

on Teamwire GmbH servers (encryption of "data-at-rest"). In addition, messages and digital content are automatically encrypted by the sender before sending and only decrypted by the recipient.

In general, an automatic user directory is created based on the domain of the user's work email address.

A user's address book can optionally be used to connect with contacts. Teamwire GmbH regards a user's address book as personal user data. Before Teamwire GmbH finds users' contacts, all phone numbers and e-mails are pseudonymized and one-way encrypted. After contacts have been found, this data is immediately deleted from our servers. Teamwire GmbH does NOT store the data from the address books on the servers.

Specific tasks and services (e.g., hosting) may be provided by trusted third-party providers contracted by Teamwire GmbH. Teamwire GmbH may share data with these third-party providers. However, this is only done to the extent necessary to fulfill the apps and services and follow the obligations arising from this data protection declaration. These third-party providers must protect the data based on order data processing following the GDPR.

In addition, Teamwire GmbH carefully selects and regularly reviews these service providers to ensure user privacy (For more information, see our data processing agreement.)

Teamwire GmbH uses only servers in Germany to process and store data. In general, we process and store the data to provide the apps and services as far as possible only in Germany.

Teamwire GmbH provides apps and services using push notifications, sent using the respective services from Apple, Google, or Microsoft.

In doing so, the respective device is assigned an anonymized and encrypted identifier, making it impossible to identify you personally. The content of the push notifications is transmitted in encrypted form. Nevertheless, Teamwire GmbH does not influence the way in which the providers of the push notification services use the transmitted data. It cannot, therefore, be ruled

out that personal data may be transmitted abroad. If you do not wish to receive push notifications or send content in push notifications, you can adjust the settings for our apps and services accordingly.

1. Legal basis

The legal basis for data processing is Art. 6 para. 1 lit. a GDPR if the user has given consent.

2. Storage duration

The data will be deleted as soon as it is no longer required for the purpose for which it was collected and stored. Personal data is stored for the duration of the contractual relationship. Customers with a company license can also delete data during this term (see also "XIV. Rights of data subjects" and our agreement on the order data agreement following the GDPR). Any further storage of your personal data in this context will only take place if this is required by law.



Websites, products, and services of third-party providers

Our apps and services, websites, and newsletters may contain links to websites, products, and services of other providers. Furthermore, users may be able to access or integrate third-party products or services via the apps and services of Teamwire GmbH. The data collected by these third-party providers is governed by their privacy policies.

Teamwire GmbH recommends that users register with these companies

to inquire about the respective data protection guidelines.

This privacy policy applies exclusively to the apps and services, websites, and newsletters of Teamwire GmbH. We do not influence on and do not check that third-party providers comply with the applicable data protection regulations.



Rights of the Data Subject

If your personal data is processed, you are a data subject within the meaning of the GDPR, and you have various rights vis-à-vis Teamwire GmbH. If you have any questions or suggestions regarding exercising your rights, please contact us at support@teamwire.eu.

1. Right to information

You can request confirmation from Teamwire GmbH on whether personal data concerning you is being processed.

If such processing has taken place, you can request the following information from Teamwire GmbH:

1. the purposes for which the personal data are processed;
2. the categories of personal data that are processed;
3. the recipients or categories of recipients to whom the personal data concerning you has been or will be disclosed;
4. the planned duration of storage of the personal data concerning you or, if specific information on this is not possible, criteria for determining the storage period;
5. the existence of a right to rectification or erasure of personal data concerning you, a right to restriction of processing by Teamwire GmbH, or a right to object to such processing;

6. the existence of a right of appeal to a supervisory authority;
7. all available information about the origin of the data,
8. if the personal data is not collected from the data subject.

You have the right to request whether your personal data will be transferred to a third country or an international organization. In this context, you may request information about the appropriate safeguards pursuant to Art. 46 GDPR in connection with the transfer.

2. Right to rectification

You have a right to rectification and/or completion by Teamwire GmbH if the processed personal data concerning you is incorrect or incomplete. Teamwire GmbH must correct without delay.

3. Right to restriction of processing

Under the following conditions, you may request the restriction of the processing of personal data concerning you:

1. if you contest the accuracy of the personal data concerning you for a period, enabling the controller to verify the accuracy of the personal data;
2. the processing is unlawful, and you oppose the erasure of the personal data and request the restriction of their use instead;
3. the controller no longer needs the personal data for the processing, but they are required by you for the establishment, exercise, or defense of legal claims or
4. if you have objected to the processing pursuant to Art. 21 (1) GDPR, it is not yet certain whether the controller's legitimate reasons outweigh your reasons.

Suppose the processing of personal data concerning you has been restricted. In that case, such data may only be processed - apart from being stored - with your consent or for the establishment, exercise, or defense of legal claims or the protection of the rights of another natural or legal person or for reasons of substantial public interest of the Union or of a Member State.

If the above conditions have restricted the processing, you will be informed by the controller before the restriction is lifted.

4. Right to erasure

A. Obligation to delete

You may request Teamwire GmbH to erase personal data concerning you without undue delay, and Teamwire GmbH is obliged to erase such data without undue delay where one of the following grounds applies:

1. Personal data concerning you is no longer necessary for the purposes for which it was collected or otherwise processed.
2. You revoke your consent on which the processing was based pursuant to Art. 6 para. 1 lit. a or Art. 9 para. 2 lit. a GDPR, and there is no other legal basis for the processing.
3. You object to the processing pursuant to Art. 21 (1) GDPR and there are no overriding legitimate grounds for the processing, or you object to the processing pursuant to Art. 21 (2) GDPR.
4. The personal data concerning you
5. were processed unlawfully.
6. Deleting personal data concerning you is necessary to fulfill a legal obligation under Union law or the law of the Member States to which Teamwire GmbH is subject.

7. Your personal data was collected concerning information society services offered following Art. 8 para. 1 GDPR.

B. Information to third parties

If Teamwire GmbH has made the personal data concerning you public and is obliged to delete it pursuant to Art. 17 para. 1 GDPR, it shall take appropriate measures, including technical measures, taking into account the available technology and the implementation costs, to inform data controllers who process the personal data that you, as the data, have requested them to delete all links to this personal data or copies or replications of this personal data.

C. Exceptions

The right to erasure does not exist if the processing is necessary

1. to exercise the right to freedom of expression and information;
2. for compliance with a legal obligation which requires processing by Union or Member State law to which the controller is subject

Teamwire GmbH is subject to, or for the performance of a task carried out in the public interest or the exercise of official authority vested in Teamwire GmbH;

3. for public interest in public health pursuant to Art. 9 para. 2 lit. h and i and Art. 9 para. 3 GDPR;
4. for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes by Art. 89 para. 1 GDPR, insofar as the right referred to in section a) is likely to render impossible or seriously impair the achievement of the objectives of that processing or
5. for the assertion, exercise or defense of legal claims.

5. Right to information

If you have asserted the right to rectification, erasure or restriction of processing against Teamwire GmbH, Teamwire GmbH is obliged to notify all recipients to whom the personal data concerning you have been disclosed of this rectification or erasure of the data or restriction of processing, unless this proves impossible or involves a disproportionate effort.

You have the right vis-à-vis Teamwire GmbH to be informed about these recipients.

6. Right to data portability

You have the right to receive the personal data concerning you, which you have provided to Teamwire GmbH, in a structured, commonly used, and machine-readable format. You also have the right to transmit this data to another controller without hindrance from Teamwire GmbH, provided that

1. the processing is based on consent pursuant to Art. 6 para. 1 lit. a GDPR or Art. 9 para. 2 lit. a GDPR or on a contract pursuant to Art. 6 para. 1 lit. b GDPR and
2. the processing is carried out using automated procedures.

7. Right of objection

You have the right to object, on grounds relating to your particular situation, at any time to the processing of personal data concerning you, which is based on point (e) or (f) of Article 6(1) GDPR.

Teamwire GmbH will no longer process the personal data concerning you unless it can demonstrate compelling, legitimate grounds for the processing that override your interests, rights, and freedoms or for the establishment, exercise, or defense of legal claims.

If your personal data is processed for direct marketing, you have the right to object at any time to the processing of your personal data for such marketing.

If you object to the processing of your personal data for direct marketing purposes, it will no longer be processed for these purposes.

In connection with the use of information society services - notwithstanding Directive 2002/58/EC - you have the possibility to exercise your right of objection by means of automated procedures using technical specifications.

8. Right to revoke the declaration of consent under data protection law

You have the right to withdraw your declaration of consent under data protection law at any time. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

9. Automated decision-making in individual cases, including profiling

You have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you. This does not apply if the decision

1. is necessary for the conclusion or performance of a contract between you and the controller,
2. is authorized by Union or Member State law to which the controller is subject and which also lays down suitable measures to safeguard your rights and freedoms and legitimate interests; or
3. with your express consent

However, these decisions must not be based on special categories of personal data referred to in Art. 9 (1) GDPR unless Art. 9 (2) lit. a or g GDPR applies and suitable measures are in place to safeguard your rights, freedoms, and legitimate interests.

In the cases referred to in (1) and (3), the data controller shall implement suitable measures to safeguard your rights and freedoms and legitimate interests, at least the right to obtain human intervention on the part of the controller, to express your point of view and to contest the decision.

10. Right to lodge a complaint with a supervisory authority

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement if you consider that the processing of personal data relating to you infringes the GDPR.

The supervisory authority with which the complaint has been lodged shall inform the complainant of the status and outcome of the complaint, including the possibility of a judicial remedy pursuant to Art. 78 GDPR.



Amendment of the privacy policy

Due to the further development of our apps and services, websites, newsletters, and content and services, it may become necessary to change this privacy policy. Teamwire GmbH reserves the right to change the privacy policy at any time with effect for the future. The current version is available at <https://www.teamwire.eu/datenschutz> We recommend that you do so, to re-read the current privacy policy from time to time.