

# Privacy Policy

## **Data protection notice**

Protecting your data is our highest concern!

We welcome your interest in our company and our products and/or services, and hope that you feel secure with regard to personal data protection during your visit to our internet site. We take the protection of your personal data very seriously. We ensure compliance with the provisions of the German Federal Data Protection Act.

We wish to inform you which data we collect and how we use such data. We have taken appropriate technical and organizational measures to ensure that the provisions relating to data protection are observed, both by us and by external service providers.

## **Personal Data**

Personal data are information about your identity. This includes, for example, your name, address, telephone number, and email address. It is not necessary for you to provide personal information in order to use our website. In certain cases, however, we require some information from you so that we can render the desired services. We will notify you in such cases. In addition, we only store and process data that you have provided voluntarily or automatically.

If you utilize our services, we generally collect only the data required to perform those services. To the extent that we request additional data, providing such information is voluntary. Processing of personal data will only be carried out for the purpose of providing the service requested, and to protect our own legitimate business interests.

## **Purpose of personal data**

The personal data that you have provided will generally be used by us to answer your inquiries, to process your orders, or to provide you with access to specific information or offers.

We will not sell personal data to third parties nor market it in any other manner.

## **Cookies**

When you visit our website, it is possible that information in the form of a cookie will be stored on your computer. Cookies are small text files that are transmitted by a server to your browser and are stored on your computer's hard drive.

No personal information regarding the user is stored, only the internet protocol and address. This information is intended to help our website automatically recognize you on your next visit, and to facilitate your navigation of the site.

You can also visit our website without cookies. If you do not wish to have your computer recognized, you may set your browser accordingly so that cookies are not stored on your hard drive by selected "do not accept cookies" in your browser settings. To see how that functions in detail, please refer to the instructions for your browser.

## **Changes to our privacy policy**

We retain the right to change our security and data protection measures to the extent that this is necessary due to technical developments. In such cases, we shall also make the relevant changes to our data protection notice. Please

always familiarise yourself the current version of our data protection statement.

## **Security**

We have taken appropriate technical and organizational security measures in order to protect your personal data from loss, corruption, manipulation, and unauthorized access. All of our employees, and all those involved in data processing of third parties, are bound by the German Federal Data Protection Act and will treat your personal data confidentially.

If personal data are collected and processed, that information shall be transmitted in encrypted form to prevent misuse by third parties. Our security measures are improved on an ongoing basis in accordance with technological developments.

## **Right of access**

You may receive information about the data we store at any time. If necessary, please send an [e-mail](#) to our data protection supervisor.

## **Right of objection**

Furthermore, you can revoke your consent for collecting and storing of your personal data by us at any time. If necessary, please send an [e-mail](#) to our data protection supervisor.

## **Links**

Please bear in mind that if you access external links that are provided on our internet site, this data protection statement does not extend to these links.

When we provide links, we make every effort to ensure that these maintain

our data protection and security standards. However, we have no influence over the compliance with data protection and security standards by other companies. For this reason, we ask that you inform yourself about the privacy policies posted on the internet sites of other providers.

### **Specific use**

We will collect, process, and use the personal data that you have provided to us online only for the purposes that you have specified. No transmission of your personal data to third parties will be made without your prior explicit consent.

Personal data will be collected and transmitted to state institutions and authorities only in accordance with valid legislation and/or where we have been obligated to do so by a court order. Our employees and the service providers with whom we have contracted are obligated to maintain confidentiality and to observe the provisions of the German Federal Data Protection Act.

Non-personal data that are automatically collected include the following: When our website is accessed, the following data are automatically saved for organizational and technical reasons: the names of the web pages visited, the browser used, the operating system, date, and time of the visit, the search engine used, the names of downloaded files, and your IP address.

We analyse this technical data anonymously and solely for statistical purposes in order to continually optimize our internet presence and to configure our online services more attractively. This anonymous data is stored separately from personal information on secure systems and does not allow identification of an individual. Your personal data and your privacy are thus protected at all times.

## **Google Analytics**

We use Google Analytics – a service of Google (“Google”). The operator of the Google Analytics component is Google Ireland Limited, Gordon House, Barrow Street, Dublin, D04 E5W5, Ireland. Google Analytics uses cookies for analysing website usage. The information generated by the cookie about your use of our website (including your IP address) will be transferred to Google’s computers and stored there. It is not excluded that data processing outside the scope of EU law takes place. Google has joined the Privacy Shield so that Google guarantees compliance with EU privacy standards. Google uses the data collected on behalf of VivaScope GmbH to track website traffic, optimise the content and offer our users the best possible information about us and our products and solutions.

We only use Google Analytics with IP anonymisation activated. This means that Google anonymises your IP address within the area of Member States of the European Union or other contracting parties to the Agreement on the European Economic Area. The mapping of data is therefore not possible. Google uses the data on behalf of the operator of this website for evaluating website traffic, compiling usage reports on website activities and providing other services associated with website use. The anonymised IP address your browser transfers within the scope of Google Analytics is not linked to any other Google data. You may refuse the storage of cookies by selecting the appropriate settings in your browser.

You can prevent Google from collecting and processing data (including your IP address) generated by a cookie by downloading and installing the browser plug-in available under the following link

(<https://tools.google.com/dlpage/gaoptout?hl=en>).

You can also opt out from being tracked by Google Analytics by clicking on the following link: [Deactivate Google Analytics](#)

This sets an opt-out cookie which prevents the collection of data when you use our website.

Further information on Google and Google Analytics terms and policies can be found here:

- [www.google.com/analytics/terms](http://www.google.com/analytics/terms)
- [www.google.com/intl/en/policies](http://www.google.com/intl/en/policies)

## **XING**

VivaScope GmbH uses the information service offered on XING at <https://www.xing.com> to access the technical platform and the services of XING SE, Dammtorstraße 30, 20354 Hamburg.

We would like to point out that you use this XING Business Page and its functions **on** your own responsibility. This applies in particular to the use of the interactive functions (e.g. commenting, sharing, rating). Alternatively, you can access parts of the information offered on this page on our website at <https://vivascope.de>.

When you visit our XING Business Page, XING collects your IP address and other information that is available on your PC in the form of cookies. This information is used to provide us as the operator of the XING Business Page with statistical information about the use of the XING Business Page. XING provides more information on this at the following link: <https://www.xing.com/terms>.

The data collected about you in this context is processed by XING Inc. and, if necessary, transferred to countries outside the European Union. XING

describes in general terms what information XING receives and how it is used in its data usage guidelines. There you will also find information about contact options for XING and the setting options for advertisements. The data usage guidelines are available at <https://privacy.xing>.

## **LinkedIn**

VivaScope GmbH uses the information service offered on LinkedIn at <https://www.linkedin.com> to access the technical platform and the services of LinkedIn Ireland Unlimited Company, Wilton Place2 ,Dublin , Ireland . We would like to point out that you use this LinkedIn Business Page and its functions on your own responsibility. This applies in particular to the use of the interactive functions (e.g. commenting, sharing, rating). Alternatively, you can access parts of the information offered on this page on our website at <https://vivascope.de>.

When you visit our LinkedIn Business Page, LinkedIn collects your IP address and other information that is available on your PC in the form of cookies. This information is used to provide us as the operator of the LinkedIn Business Page with statistical information about the use of the LinkedIn Business Page. LinkedIn provides more information on this at the following link: <https://www.linkedin.com/legal/cookie-policy>.

The data collected about you in this context is processed by LinkedIn and, if necessary, transferred to countries outside the European Union. LinkedIn describes in general terms what information LinkedIn receives and how it is used in its data usage guidelines. There you will also find information about contact options for LinkedIn and the setting options for advertisements. The data usage guidelines are available at <https://www.linkedin.com/legal/privacy-policy>.

## **YouTube**

VivaScope GmbH uses the information service offered on YouTube at <https://www.youtube.com> to access the technical platform and the services of Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland. We would like to point out that you use this YouTube Company Channel and its functions on your own responsibility. This applies in particular to the use of the interactive functions (e.g. commenting, sharing, rating). Alternatively, you can access parts of the information offered on this page on our website at <https://vivascope.de>.

When you visit our YouTube Company Channel, Youtube collects your IP address and other information that is available on your PC in the form of cookies. This information is used to provide us as the operator of the YouTube Company Channel with statistical information about the use of the YouTube Company Channel. YouTube provides more information on this at the following link: <https://policies.google.com/privacy?hl=de&gl=de>.

The data collected about you in this context is processed by Google Ireland Limited. and, if necessary, transferred to countries outside the European Union. Google Ireland Limited describes in general terms what information Google Ireland Limited receives and how it is used in its data usage guidelines. There you will also find information about contact options for YouTube and the setting options for advertisements. The data usage guidelines are available at <https://policies.google.com/privacy?hl=de&gl=de>.

## **Facebook**

VivaScope GmbH uses the information service offered on Facebook at <https://www.facebook.com> to access the technical platform and the services of Facebook Ireland Limited, 4 Grand Canal Square, Dublin 2, Ireland. We would like to point out that you use this Facebook Page and its functions

on your own responsibility. This applies in particular to the use of the interactive functions (e.g. commenting, sharing, rating). Alternatively, you can access parts of the information offered on this page on our website at <https://vivascope.de> .

When you visit our Facebook Page, Facebook collects your IP address and other information that is available on your PC in the form of cookies. This information is used to provide us as the operator of the Facebook Page with statistical information about the use of the Facebook Page. Facebook provides more information on this at the following

link: <https://www.facebook.com/policies/cookies/>.

The data collected about you in this context is processed by Facebook and, if necessary, transferred to countries outside the European Union. Facebook describes in general terms what information Facebook receives and how it is used in its data usage guidelines. There you will also find information about contact options for Facebook and the setting options for advertisements. The data usage guidelines are available

at <https://www.facebook.com/about/privacy/update>.

## **Vimeo**

VivaScope GmbH uses the information service offered on Vimeo at <https://vimeo.com> to access the technical platform and the services of Vimeo Inc., Attention: Legal Department, 555 West 18th Street, New York, New York 10011, USA.

We would like to point out that you use this Vimeo Page and its functions on your own responsibility. This applies in particular to the use of the interactive functions (e.g. commenting, sharing, rating). Alternatively, you can access parts of the information offered on this page on our website at <https://vivascope.de> .

When you visit our Vimeo Page, Vimeo collects your IP address and other

information that is available on your PC in the form of cookies. This information is used to provide us as the operator of the Vimeo Page with statistical information about the use of the Vimeo Page. Vimeo provides more information on this at the following link: [https://vimeo.com/cookie\\_policy](https://vimeo.com/cookie_policy). The data collected about you in this context is processed by Vimeo and, if necessary, transferred to countries outside the European Union. Vimeo describes in general terms what information Vimeo receives and how it is used in its data usage guidelines. There you will also find information about contact options for Vimeo and the setting options for advertisements. The data usage guidelines are available at <https://vimeo.com/privacy>

### **Questions, suggestions, complaints**

If you have any further questions about these data protection policies and the processing of your personal data, you can contact our data security supervisor, Mr. Hans-Peter Wolf ([eMail](#)) He is also available as the contact person for any information requests, suggestions, and complaints.