

# Data protection information for the KAESER Collaboration Platform

Last updated: 05.03.2021

Thank you for your interest in using the KAESER Collaboration Platform (hereinafter referred to as the "KCP"), which we use to provide you with a variety of services. In this connection, the protection of your personal data is a matter we take with the utmost seriousness. In the course of the following, we would therefore like to explain to you which personal data we use and for what purposes.

As per the GDPR, "personal data" refers to any information relating to an identified or identifiable actual person (e.g. their name, address, telephone number or date of birth). Information on how you use this or any other website may also be regarded as personal data.

Should you have further questions on how we handle your personal data, please do not hesitate to contact us.

## 1 Controller, Data Protection Officer and supervisory authority

The Controller responsible for the processing of data as defined in Art. 4 of the General Data Protection Regulation (GDPR) is

KAESER KOMPRESSOREN SE  
Carl-Kaeser-Str. 26  
96450 Coburg  
Tel.: +49 (0)9561 640-0

The Data Protection Officer reporting to the Controller may be contacted at:

KAESER Kompressoren SE  
– Data Protection Officer –  
Carl-Kaeser-Str. 26  
96450 Coburg

E-mail: [datenschutz@kaeser.com](mailto:datenschutz@kaeser.com)

The supervisory authority responsible for data protection is:

Bavarian Data Protection Commissioner  
Promenade 27  
91522 Ansbach

Postal address  
PO Box 606  
91511 Ansbach

## 2 Your rights as a data subject

When we process your personal data, you become a data subject as defined in Art. 4, No. 1 of the GDPR. As a data subject, you have the following fundamental rights:

- To information regarding your personal data stored by us and how it is processed (Art. 15, GDPR);
- To the rectification of inaccurate, incorrect and/or incomplete personal data (Art. 16, GDPR);
- To the immediate deletion of your personal data stored by us in cases where one of the reasons listed in Art. 17 of the GDPR applies;
- To the restriction of data processing in the event that your data cannot yet be deleted due to statutory data retention obligations (Art. 18, GDPR). Should you not wish for us to collect any further data on you nor to contact you again, we shall make the necessary amendments in our contact system;

- To the surrender of all data relating to you that you have provided to us in accordance with Art. 20 of the GDPR and the right to demand that these data be transferred to a responsible party designated by you;
- To refuse the processing of your data by us (Art. 21, GDPR);
- To withdraw any consent granted by you in accordance with Art. 7, Sec. 3 of the GDPR with future effect;
- To submit a complaint to [datenschutz@kaeser.com](mailto:datenschutz@kaeser.com) or a competent supervisory authority in the member state in which you reside, your place of work or the location of the alleged violation, should you consider that the processing of your personal data is in breach of the data protection regulations (Art. 77, GDPR).

### **3 Cookies**

In operating the KCP and associated services, we use cookies and related technologies (hereinafter referred to as “cookies”) in order to facilitate your usage of the KCP and other functions.

A cookie is a small file which stores internet settings. It is loaded by the Internet browser when a user first visits a website. The next time this website is accessed, the cookie and the information stored within it is either transmitted to the website that initially generated the cookie (first-party cookie) or to another website to which it belongs (third-party cookie), thus enabling the website to recognise that it has been visited by your browser on a previous occasion.

Depending on their function and purpose, cookies may be divided into various categories, e.g. technical cookies, analytical cookies, marketing cookies and social media cookies. Most of the cookies that we use are deleted from your hard drive at the end of the browser session (“session cookies”). Other cookies remain on your system and enable us to recognise you on your next visit to our site (“persistent cookies”).

In relation to your usage of the KCP, only the following technical cookies shall be used. These are cookies which are technically necessary for you to be able to log in and use the basic functionality of the KCP:

Name	Purpose	Data categories	Validity	Type
<b>BIGipServerP_&lt;label&gt;-80</b>	Web server session management	Session ID	Browser session	Session cookie
<b>BIGipServerP_&lt;label&gt;-8080</b>	Application server session management	Session ID	Browser session	Session cookie
<b>DEEP_URL</b>	Support deep link to pages with SSO	Flag	Browser session	Session cookie
<b>JSESSIONID</b>	Used with J2EE session management. httponly =Yes Secure=Yes	Flag	Browser session	Session cookie
	Used with J2EE session management. httponly =Yes Secure=Yes	Flag	Browser session	Session cookie
<b>SKIP_LMS_MAINT_NOTIFY</b>	Maintenance management	Flag	Browser session	Session cookie
<b>TEST_COOKIES</b>	Cookie management	Flag	Browser session	Session cookie
<b>SITE_ID</b>	External site ID	ID	Browser session	Session cookie
<b>PSA_CPNT_TYPE_ID</b>	Data provided for external content.	Application-specific data and IDs	Browser session	Session cookie
<b>PSA_CPNT_ID</b>	Component type ID			
<b>PSA_CPNT_REV_DATE</b>	Component ID			
<b>EPSA_CPNT_REV_NUMBER</b>	Component revision date			
<b>PSA_STUD_CPNT_ID</b>	Component revision number			
<b>PSA_STUD_CPNT_MODULE_ID</b>	The content object student component ID The content object student component module ID	Log-in and current student ID; Username;	Browser session	Session cookie
<b>PSA_STUD_ID</b>	Data provided for external content. The log-in student ID			
<b>PSA_CURRENT_STUD_ID</b>	The current student ID			
<b>PSA_STUD_NAME</b>	The username that launched the course			
<b>PSA_WEBROOT</b>	The content root directory			
<b>loginModeCookie</b>	Log-in mode	Flag	Browser session	Session cookie
<b>TENANT_AUTH_COOKIE</b>	Akamai authentication cookie for iContent hosted	Session ID	Browser session	Session cookie
<b>LT</b>	Log-in role admin or user indicator	Flag	Browser session	Session cookie

No information shall be passed on to third parties.

Cookies can be deactivated if necessary via Browser Settings. In this case, it may transpire that not all KCP functions can be used in full.

The legal basis for the processing of the data by KAESER is Art. 6, Sec. 1 lit. b), f) of the GDPR. The legitimate interest in this case is the secure provision of the KCP.

## 4 Individual processing activities

We shall process your personal data, in accordance with the applicable statutory data protection requirements, for the following purposes:

### 4.1 Registration

In order to be able to access the KCP, you must register with KAESER for this purpose.

To this end, we shall process the following data:

Company, customer number, surname, first name, department, job title, E-mail address, language.

These data shall be blocked or deleted upon termination of your usage of the KAESER Portal, provided that there are no statutory retention periods to be observed.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b) of the GDPR.

## **4.2 Providing access to the KCP**

When logging into the KCP, we shall process data for the purposes of providing access to the system. The KCP cannot be used without providing these details. For access purposes, the following data shall be processed:

User ID, log-in date, log-in location.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b), f) of the GDPR. The legitimate interest in this case is the secure provision of the KCP and associated services.

No data shall be transferred to third parties.

## **4.3 JAM**

JAM is a collaboration platform which serves to assist communication and cooperation between KAESER and its commercial partners. For the purposes of providing this service, the data you provide during the course of your usage of JAM shall be processed by us. These shall comprise the following categories of data:

Messages, files, tasks, project names, team names and other content.

In addition, the following data shall be stored: First name, family name, E-mail address.

Whilst you are working with JAM, we shall also collect various data about your usage. These shall comprise the following categories of data:

Device information, log files, location information, metadata.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b) of the GDPR.

No data shall be transferred to third parties.

## **4.4 KAESER SERVICE SHOP (KSS)**

You can use the KAESER Service Shop to send order enquiries by E-mail to KAESER regarding the products assigned to you. For this purpose and for the purposes of handling your concerns, the following data shall be processed:

Customer name, postcode, location, material number, serial number, order details.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b) of the GDPR.

No data shall be transferred to third parties.

## **4.5 BSM Tool**

When you use the BSM Tool, we shall process the data provided by you for the purposes of the calculation.

Furthermore, information shall be transmitted by the web browser running on your end device to the BSM Tool server and temporarily stored in log files. These log files contain the following data, which shall be stored until being deleted automatically:

Date and time of access, name of page accessed, IP address of requesting device, referrer URL (origin URL from which you arrived at our website), quantity of data transferred, loading time, product and version information on the browser used plus the name of your access provider.

Log files shall be deleted on a regular basis, within 90 days.

The legal basis for the processing of the IP address is Art. 6, Sec. 1 lit. f) of the GDPR. The legitimate interest in this case is the smooth provision and usage of the online service.

No data shall be transferred to third parties.

## **4.6 Cloud for Customer**

The Cloud for Customer system provides the user with information regarding potential customers as part of a unified approach to sales lead processing.

For the purposes of providing specific leads, the following data shall be processed:

Company, customer number, surname, first name, department, job title, E-mail address, language.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. f) of the GDPR. The legitimate interest in this case is the above-mentioned purpose.]

No data shall be transferred to third parties.

#### **4.7 Media database**

The media database provides images and videos for your use. In this context, no personal data shall be processed.

#### **4.8 Contact form**

You can reach us directly by using the E-mail function or by using our contact details. Should you do so, the user's personal data transmitted with the E-mail shall be stored. These data shall be used exclusively for the purposes of processing the enquiry. Therein also lies the legitimate interest for the processing of these data.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. a), b), f) of the GDPR.

No data shall be transferred to third parties.

#### **4.9 Supplier Managed Inventory**

The Supplier Managed Inventory application serves to assist collaboration between KAESER and individual suppliers, so as to facilitate the procurement process.

To this end, we shall process the following data:

Company, commercial partner number, surname, first name, department, job title, E-mail address, language.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b) of the GDPR.

No data shall be transferred to third parties.

#### **4.10 Translation Management**

Translation Management serves to provide external employees working on translation projects with all relevant documents for translation or review, as well as a facility for returning completed translations.

To this end, we shall process the following data:

Username, E-mail, first name and surname.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b), f) of the GDPR. The legitimate interest in this case is the above-mentioned purpose.]

No data shall be transferred to third parties.

#### **4.11 Learning Management**

The Learning Management System serves to organise and administer training courses. For the purposes of creating participant lists and certificates, checking the conditions for participation and responding to queries, the following data shall be processed:

Name, academic title, job title, department, contact details, proof of qualification and experience (if required).

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b) of the GDPR.

No data shall be transferred to third parties.

The data shall be stored for as long as you participate in training courses. Upon ending your employment with a KAESER distributor and informing us accordingly, your data shall be deleted after a period of six years at the latest. Accounts-related data for chargeable training courses shall be retained for ten years before being deleted.

#### **4.12 KAESER Shop**

Please note the special data protection information applicable to the KAESER Shop.

#### **4.13 Analytics Cloud**

The Analytics Cloud provides you with access to detailed information regarding various business objects.

To this end, we shall process the following data:

Company, commercial partner number, surname, first name, department, job title, E-mail address, language.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b), f) of the GDPR. The legitimate interest in this case is the above-mentioned purpose, should you wish to avail yourself of this service.] No data shall be transferred to third parties.

#### **4.14 Toolbox**

The KAESER Toolbox provides a selection of tools for making calculations in relation to compressed air systems.

For this purpose, no personal data shall be processed.

#### **4.15 My Collaborations, My Inbox, Smart Engineering Cockpit**

These tools all provide you with access to information regarding both planned and active compressed air systems.

To this end, we shall process the following data: Company, commercial partner number, surname, first name, department, job title, E-mail address, language.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b) of the GDPR.

No data shall be transferred to third parties.

#### **4.16 Asset Management**

Asset Management provides you with digital access to information regarding products you have purchased from KAESER. These products will be designated as Equipment in the Asset Management system.

To this end, we shall process the following data: Company, commercial partner number, surname, first name, department, job title, E-mail address, language.

The legal basis for the processing of these data is Art. 6, Sec. 1 lit. b) of the GDPR.

No data shall be transferred to third parties.

### **5 Transfer of personal data**

Within our company, we shall ensure that your data are received only by persons who require these data in order to fulfil contractual and legal obligations.

In many cases, service providers support our specialist departments in the fulfilment of their tasks and may receive data in this connection. The necessary data protection agreements have been concluded with all our service providers. The following parties may receive your data:

- Data processors acting on our behalf (Art. 28, GDPR), supporting service providers and other responsible parties within the scope of the GDPR, particularly in the fields of IT services, external data centres, support/maintenance of IT applications, logistics, courier services, printing services, archiving, document processing, destruction of data, purchasing/procurement, customer management, letter shops, marketing, telephone services, website management, tax consultancy, auditing services, credit institutes,
- Bodies and institutions acting on the basis of our legitimate interests or the legitimate interests of a third party (e.g. public authorities, credit reference agencies, collection agencies, solicitors, courts, assessors, supervisory authorities),
- Other entities for which you have granted us consent to transmit your data.
- Your data may also be transferred to certain public bodies in cases provided for by law, e.g. tax authorities and, in some circumstances, law enforcement agencies or customs authorities where necessary.

### **6 Storage and deletion**

We shall store your data for as long as they are required for the respective processing purposes. Please note that numerous statutory retention periods require continued storage of your data. These apply in particular to data retention obligations under commercial and tax laws (e.g. the German Commercial Code (HGB), Fiscal Code (AO), etc.). In the event that no retention obligations apply, the data shall be deleted upon achievement of the intended purpose.

Furthermore, we may continue to store your data should you have granted us your consent to do so, or in the event of legal disputes in which we use evidence within the statutory periods of limitation, which may extend up to a period of thirty years; the standard period of limitation being three years.

## **7 Data security**

We make use of technical and organisational security measures in order to protect your data managed by us against manipulation, loss, destruction and unauthorised access.

## **8 Additional information**

Further information on data protection can be found here:

[Data protection statement for commercial partners](#)

[Data protection information for marketing purposes](#)

## **9 Amendments to the data protection statement**

We reserve the right to amend our data protection statement if necessary – whilst taking into account all applicable data protection regulations – and to republish it here. The updated statement will come into effect upon publishing, subject to the applicable legal provisions.