### SoundPLAN GmbH

# Data protection declaration for visitors to the homepage

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### 1. Basics

This data protection declaration is intended to inform about the type, scope and purpose of the collection and use of personal data by SoundPLAN GmbH in relation to the homepage.

SoundPLAN GmbH takes the protection of personal data very seriously and treats it confidentially and in accordance with legal regulations. As new technologies and the constant further development of data processing procedures and methods may result in changes to this data protection declaration, we recommend that you read the data protection declaration again at regular intervals.

Definitions of the terms used (e.g. "personal data" or "processing") can be found in Art. 4 of the GDPR.

### 2. How to contact us

SoundPLAN GmbH is responsible for the collection and processing of your personal data and thus also for compliance with data protection regulations. Our contact details are as follows:

### Responsible according to GDPR

Dipl.-Math (FH) Michael Gillé (Managing Director) Dipl.-Ing. (FH) Jochen Schaal (Managing Director)

### SoundPLAN GmbH

Engineering office for software development, noise protection & environmental planning Etzwiesenberg 15 71522 Backnang

Phone: +49.7191.9144-0 Fax: +49.7191.9144-24 E-mail: mail(at)soundplan.de

### **Data Protection Officer of SoundPLAN GmbH (external)**

Mustafa Vural Hopp + Flaig PartG mbB Beratende Ingenieure Neue Weinsteige 69/71 70180 Stuttgart

Phone: +49 711 3206570 E-mail: vural[at]hopp-flaig.de

### 3. Type of data collected/purpose of data collection

#### Access data

Data about access to the website are not logged.

### **Contact form**

Please use the contact form to send us your enquiries. The following data can be entered using a form: Name, e-mail, subject, message. This information is transmitted to our administration. There it will be decided who will process the request and it is forwarded, including contact data, to the relevant internal employee. A transfer to third parties outside the company will not occur.

### Download Form Demo Versions SoundPLANnoise, SoundPLANessential and SoundPLANmanda

The following personal data is collected for downloading the demo versions: Company/Organization, Name, E-Mail, Title/Function (optional), Street, Postcode/City, Country, Phone (optional), Fax (optional). This data will be transmitted to our administration in order to contact the interested parties if required.

### Use of cookies

Our website doesn't uses so-called cookies. These are small text files that are stored on your electronic device using the browser. They are not harmful. The storage location of the cookies is determined by the user's browser settings.

#### **External links**

Our website contains links to external websites of third parties over whose contents we have no influence. We cannot, therefore, make any guarantees with respect to this. The respective provider or operator of the pages is always responsible for the contents of the linked pages. The linked pages were checked for possible legal infringements at the time of linking. Illegal content was not identified at the time of linking. However, permanent monitoring of the content of the linked pages is unreasonable without concrete evidence of a violation of the law. If we become aware of any infringements, we will remove such links immediately.

### 4. Legal basis

For access data, contact forms and download forms demo version SoundPLAN 8.0 and SoundPLAN Essential, the lawfulness of the collection of personal data results from Article 6 of the GDPR paragraph 1, point a)

"... the data subject has given consent to the processing of his or her personal data for one or more specific purposes".

For Google Analytics, the legality of Article 6 of the GDPR paragraph 1 f) to protect the legitimate interests of the responsible party.

### 5. Legitimate interests of the responsible party

In the case of Google Analytics, this is done on the basis of a legitimate interest.

The purpose of web analysis is to optimize our website and to find out more about which topics and content are of interest to visitors. Anonymisation of the IP address ensures that it is not possible to draw conclusions about individual visitors within the scope of the evaluations. The visitor of the website can deactivate the web analysis by measures mentioned under point 3.

### 6. Internal and external forwarding of your personal data

Your personal data will only be passed on internally within the scope of the purposes defined under point 3 of this data protection declaration in accordance with the principle of data economy and further principles of data protection.

An external transfer of your personal data can take place under the following circumstance:

- Assignment of support services for which access to your personal data is necessary or at least cannot be completely excluded. This includes, for example, IT support services.
- Your personal data will only be passed on to other network partners with your consent.

# 7. Transfer of your data to a third country (outside the European Union) or an international organisation

We do not transfer your personal data to an EU third country or an internationally active organisation. Should this be necessary, we would inform you in advance and ensure all necessary measures to maintain an appropriate level of data protection.

### 8. Storage period and deletion of your personal data

The legislator has issued a large number of retention periods, which we observe with the greatest care and seek advice in order to comply with these obligations. In this context, we will only store your personal data for as long as this is permitted by the defined purpose or as prescribed by law for reasons of proof. Should we wish to store your data for longer as described above, we would have this confirmed by you within the framework of a voluntary declaration of consent.

### 9. Your rights

You have the following rights with regard to your personal data:

### Right to information (Art. 15 GDPR)

You have the right to request confirmation from us whether personal data concerning you will be processed. If this is the case, you have the right to information about this personal data and the following information:

- the processing purposes
- the categories of personal data to be processed
- the recipients or categories of recipients to whom your personal data have been or are still being disclosed, in particular recipients in EU third countries or international organisations
- if possible, the planned duration for which your personal data will be stored or, if this is not possible, the criteria for determining this duration
- the existence of the right to request from us the correction or deletion of personal data or restriction of the processing of such data or to object to such processing
- the existence of a right of appeal to a supervisory authority
- if the personal data are not collected from the data subject, all available information on the origin of the data
- if we have automated decision-making including profiling, meaningful information about the logic involved as well as the scope and intended effects of such processing for yourself.

If your personal data is transferred to a third country or an international organisation, you have the right to be informed of the appropriate "guarantees" with regard to ensuring an adequate level of data protection in connection with the transfer.

We provide you with a free copy of the personal data that is the subject of the processing. We may charge an appropriate fee based on administrative costs for any additional copies you request. If you submit the application electronically, you will receive the information in a common electronic format, unless you specify otherwise.

### Right to correction (Article 16 GDPR)

In case of incorrect personal data you have the right to immediate correction. Taking into account the purposes of the processing, you have the right to request the completion of incomplete personal data - also by means of a supplementary declaration.

### Right to deletion (Art. 17 GDPR)

You have the right to have your personal data stored by us deleted if certain criteria are met. These are for example:

- The personal data is no longer required to fulfil the agreed purpose
- You withdraw a given voluntary declaration of consent
- Your personal data has so far been processed unlawfully
- There is a legal obligation to delete

Details on criteria and restrictions can be found in GDPR Art. 17.

### Right to limitation of processing (Art. 18 GDPR)

You have the right to restrict the processing of your personal data stored by us if certain criteria are met. These are for example:

- The accuracy of your personal data is disputed for a period of time that enables us to verify the accuracy of the personal data.
- the processing is unlawful and you refuse to delete your personal data and instead request that the use of your personal data be restricted
- If we no longer need your personal data for the purposes of processing, but you do need it to assert, exercise or defend legal claims
- If you have filed an objection against the processing, as long as it is not yet clear whether our justified reasons outweigh yours

Details and further regulations can be found in GDPR Art. 18.

### Right to data transferability (Art. 20 GDPR)

You have the right to receive your personal data stored by us in a structured, common and machine-readable format, insofar as they are processed in an automated process.

You also have the right to transfer this data to another person in charge without being hindered by us to whom the personal data was provided.

When exercising your right to data transferability, you have the right to have your personal data transferred directly by us to another person responsible, insofar as this is technically feasible.

The right to data transferability may be restricted in so far as the rights or freedoms of other persons are affected by the exercise of this right.

### Right of withdrawal and objection with regard to processing

Insofar as we process your personal data on the basis of a declaration of consent, you have the right to revoke the consent given. The legality of the processing carried out on the basis of the consent until revocation remains unaffected by this, however. With regard to compliance with storage periods, point 8 of this data protection declaration must also be observed in this respect.

### Right of appeal to the supervisory authorities

If you believe that the processing of your data violates data protection law or your data protection claims have otherwise been violated in any way, you are free to complain to the supervisory authority.

**The supervisory authority responsible for us:** State Commissioner for Data Protection and Freedom of Information Baden-Württemberg <a href="https://www.baden-wuerttemberg.datenschutz.de/">https://www.baden-wuerttemberg.datenschutz.de/</a>

## 10. Submission of your personal data and possible consequences of refusal to submit it

In order to maintain the functionality and to continuously improve our website, we require the data mentioned under point 3 of this data protection declaration. Without this data collection a correct use of our Internet offer is not possible.

### 11. Automatic decision making and profiling

There is no automated decision making regarding your person. No "profiling" is carried out with the help of the personal data collected from you.

### 12. Change of purpose

If we intend to change the purpose for which your personal data was originally collected, we will inform you in advance in detail and transparently. In this case, we will of course provide you with all the information required by law. If the change of purpose involves the processing of personal data based on the legal basis of a voluntary declaration of consent, we will inform you accordingly and ask you for your formal consent.

### 13. Open questions, complaints or suggestions

You are welcome to contact us with any questions, complaints or suggestions regarding data protection. If required, you are welcome to contact our data protection officer (see item no. 2 of this data protection declaration).

As of: September 1, 2023