

Data Protection Information

Our handling with your data and your rights – Information according to Articles 13, 14 and 21 of the General Data Protection Regulation (GDPR) –

Dear customer,

Hereinafter, we inform you how WFB Wirtschaftsförderung Bremen GmbH processes your personal data as well as about the claims and rights to which you are entitled to under data protection laws.

Which data are processed in detail and how these data are used, essentially go by the services which you applied respectively agreed to.

This Data Protection Information apply to division Business Development and Bremen-Marketing with the core business support services and sales, site development and surface construction, real estate, Marketing, bremen.online as well as business services.

1. Who is in charge of data processing and who can I contact?

WFB Wirtschaftsförderung Bremen GmbH
Andreas Heyer (chairman)
Langenstraße 2-4 (entrance: Stintbrücke 1)
28195 Bremen
telephone 0049 / 421 / 96 00 - 10
fax 0049 / 421 / 96 00 - 810
mail@wfb-bremen.de

1.1. Contact details of the data protection officer

Martin Mielke
3G Business Datenschutz GmbH
Postal address:
Michaelkirchplatz 5
10179 Berlin
telephone 01621007910
mielke@3g-business.de

2. From which sources do the data come from?

WFB Wirtschaftsförderung Bremen GmbH processes personal data which it receives in the context of advisory services respectively from the initializing and support of projects from the data subject.

3. What kind of data is processed?

The following categories of personal data are processed:

- Personal master data (name, address data)
- Communication and contact data (telephone numbers, Email-addresses)
- Other data about the data subject (photo, curriculum vitae, skills)
- Contractual master data (contractual relationship, Project interest, advisory topics)
- Customer history
- Contract accounting and payment data
- Bank account data
- Information statements (from third parties, for example information bureaus or public registers)
- Planning and controlling data

4. Wherefore do we process your data and on which legal basis?

WFB Wirtschaftsförderung Bremen GmbH processes personal data which it receives from the data subject in the context of advisory services or projects which it undertakes and attends. WFB Wirtschaftsförderung Bremen GmbH processes personal data in compliance with the provisions of the EU General Data Protection Regulation.

The personal data which WFB Wirtschaftsförderung Bremen GmbH processes are necessary for advisory services, the preparation of advisory documentation, conclusion of a contract as well as the processing after the conclusion of a contract. WFB Wirtschaftsförderung Bremen GmbH points out that a sponsorship may only be possible if the personal data are processed and can be submitted to the relative sponsorship partner (European Fond for Regional Development, Free Hanseatic City of Bremen (FHB)).

4.1. Processing on the basis of consent,

Article 6 para. 1 lit. a) EU-GDPR

WFB Wirtschaftsförderung Bremen GmbH collects personal data on the basis of consent to design its offers and advisory services preferably effective and also in the interest of persons who are advised. Consent are collected for the use of contact data, für the distribution of a newsletter or press information via a press distribution list, a SEPA debit mandate or publishing photos on flyers or the internet.

4.2. To Perform contractual duties,

Article 6 para. 1 lit. b) EU-GDPR

The support of enterprises is carried out normally on the basis of an agreement. (Details can be taken from the advisory documentation and the particular contract.)

Processing of personal data is necessary to perform a contract with the data subject as contracting partner or to perform pre contractual activities on request of the data subject, Article 6 para. 1 lit. b) EU-GDPR.

WFB Wirtschaftsförderung Bremen GmbH acts in connection with its sponsorship matters on behalf of FHB.

4.3. To perform legal duties,

Article 6 para. 1 lit. c) EU-GDPR

WFB Wirtschaftsförderung Bremen GmbH is obliged by legal or supervisory provisions to let disclose business circumstances and to fulfil its disclosure obligations towards FHB as well as the national comptroller's office. Processing of personal data is necessary to fulfil a legal obligation of the controller, Article 6 para. 1 lit. c) EU-GDPR.

4.4. To fulfil public interests on the basis of public functions,

Article 6 para. 1 lit. e) EU-GDPR

Processing personal data is necessary to preserve public interests of WFB Wirtschaftsförderung Bremen GmbH, FHB or national comptroller's office of Bremen, Article 6 para. 1 lit. e) EU-GDPR. Public interests can be derived from the public function and the fulfilment of supervisory requirements and legal provisions.

WFB Wirtschaftsförderung Bremen GmbH distributes press information on a regular basis. Legal basis is Article 6 para. 1 lit. e) EU-GDPR "public interests on the basis of public functions".

4.5. Other Processing purposes.

Personal data is not processed for other purposes.

5. Who receives my data?

5.1. Co-operation within WFB Wirtschaftsförderung Bremen GmbH

Data which are necessary to fulfil a duty are processed internally by central departments of WFB Wirtschaftsförderung Bremen GmbH (for example, IT, accounting) and are stored centrally.

WFB Wirtschaftsförderung Bremen GmbH acts in connection with its sponsorship matters on behalf of FHB.

5.2. Forwarding in connection with networks

As far as necessary, WFB Wirtschaftsförderung Bremen GmbH co-operates with diverse network partners who co-operate in the Federal State of Bremen in connection with business development and forwards data accordingly. The particular networks and network partners are described in the publications of WFB Wirtschaftsförderung Bremen GmbH.

5.3. Forwarding in connection with co-financing

WFB Wirtschaftsförderung Bremen GmbH is obliged to inform FHB, the European Commission as well as national and the European comptroller's offices in case of projects and advisory services which are financed by resources of the European Fond for Regional Development Bremen or resources from WFB Wirtschaftsförderung Bremen GmbH and FHB respectively the European Fond for Regional Development Bremen.

5.4. Other forwarding

In addition, WFB Wirtschaftsförderung Bremen GmbH classifies and evaluates the annual accounts which you dispose to WFB Wirtschaftsförderung Bremen GmbH in connection with solvency ratings. The evaluation of the anonymously transmitted data is done by the Deutsche Bundesbank on the basis of appropriate contractual agreements – processing of personal data on behalf.

In connection with trustee relationships tasks "letters of comfort" for FHB there is the possibility under the National Letter of Comfort Directive to use external advisors.

WFB Wirtschaftsförderung Bremen GmbH does not plan to forward personal data to third countries or to an international organization.

Data and documents for which there is an public interest are offered to the Public Record Office of Bremen according to the Bremish Law for Public Records (*Bremischen Archivgesetz – BremArchivG*).

6. For how long are your data stored?

As far as necessary, WFB Wirtschaftsförderung Bremen GmbH processes and stores you personal data for the term of our business relationship which, for example, comprises also the initiation and performance of a contract.

WFB Wirtschaftsförderung Bremen GmbH also has to comply with diverse storage and documentation duties under (i.a.) the Commercial Code (*HGB*), der General Tax Code (*AO*). The deadlines for storage respectively documentaion are two to ten years.

After all, the storage time are assessed according to legal periods of limitation which may be, for example under Sections 195 ff. of the German Civil Code (*Bürgerliches Gesetzbuch - BGB*), up to thirty years (however the regular period of limitation is three years).

7. How far does automated individual decision making (including profiling) exist?

WFB Wirtschaftsförderung Bremen GmbH does not use automated decision making processes including profiling to procure a decision about the establishment or performance of a business relationship (Article 22 EU-GDPR). In case WFB Wirtschaftsförderung Bremen GmbH may use thie processes in single cases, WFB Wirtschaftsförderung Bremen GmbH will inform you about this separately provided this is demanded by law.

8. What kind of data protection rights do I have?

Each data subject has the right of access according to Article 15 EU-GDPR, the right to rectification according to Article 16 EU-GDPR, the right to erasure according to Article 17 EU-GDPR, the right to restriction of processing according to Article 18 EU-GDPR as well as the right data portability according to Article 20 EU-GDPR. In addition, there is a right to lodge a complaint with a supervisory authority According to

Article 77 EU-GDPR.

Generally, there is the right to object against the processing of personal data by WFB Wirtschaftsförderung Bremen GmbH according to Article 22 EU-GDPR. However, WFB Wirtschaftsförderung Bremen GmbH points out that a sponsorship is then no longer possible.

If you want to assert these rights, please contact the data protection officer of WFB Wirtschaftsförderung Bremen GmbH (contact data above).

9. Your right to object to a supervisory office

9.1. In case of general objections/complaints having regard to the processing of your data you may contact the data protection supervisory office which is in competent for WFB Wirtschaftsförderung Bremen GmbH:

Landesbeauftragte für den Datenschutz Bremen
Arndtstraße 1
27570 Bremerhaven
telephone 0471 5962010
Email: office@datenschutz.bremen.de

9.2. In case of questions with regard to public law, you may contact the *Senator für Wirtschaft, Arbeit und Häfen* who is competent for business development or the *Senator für Umwelt, Bau und Verkehr* who is competent for support of housing space.

10. Do I have a duty to provide data?

In connection with your business relationship with WFB Wirtschaftsförderung Bremen GmbH you only have to provide those personal data which are necessary for the initiation and performance of a business relationship or to which collection WFB Wirtschaftsförderung Bremen GmbH is obliged by law. Without these data WFB Wirtschaftsförderung Bremen GmbH normally has to refuse the conclusion of the contract or the advisory services or will not be able to perform an existing contract and, as the case may be, to terminate the contract.