

## DATA PRIVACY POLICY

The protection of your personal data is one of our biggest concerns. We therefore process your data solely based on the statutory regulations (DSGVO, TKG 2003). You are informed about the most important aspects of data processing within our website in this data privacy information.

### CONTACT WITH US

If you get in contact with us via the form on our website or via e-mail, your stated data will be saved by us for six months because of the processing of the request and in case of follow-up questions. Your data will not be shared with anyone else without your consent. A revocation and thus your demand to delete your data from our system is done by simply sending us an e-mail in which you state that you wish your data to be deleted. This is possible at any time and is processed as quickly as possible.

### DATA STORAGE

#### COOKIES

Our website uses cookies. Cookies are text files containing small amounts of information which are downloaded to your device when you visit a website. Cookies are then sent back to the originating website on each subsequent visit, or to another website that recognizes that cookie. Cookies are widely used because they allow a website to recognize a user's device and therefore allow enhanced functionality. If you do not wish to use cookies, you can setup your browser so that it informs you about the use of cookies and you can only allow this in individual cases. If you decide to deactivate cookies, the functionality of our website can be limited.

### WEB ANALYSIS

Our website uses functions of the web analysis service Google Analytics. Your IP-address is collected but pseudonymized immediately. Thus, only a rough localization is possible.

The information about your use of this website (including your IP-address) is transferred to a Google server in the US and is saved there. Google will use this information to evaluate your use of the website, compile reports for the website operators, and to render services related to the use of the website and the internet. If necessary, Google will transmit this information to third parties if required by law or if the third party is processing the data by order of Google. Google will in no event associate your IP-address with other data from Google. If you wish to deactivate Google-Analytics, please install the browser add-on that deactivates it or click on:

#### Google Analytics Opt-Out

Web analysis tools use Cookies, small text files that are saved onto your computer, and that allow for an analysis about your use of the website. You can prevent the installation of cookies, but this may impede some functions of this website.

### ACQUISITION OF ACCESS DATA / SERVER LOGFILES

The provider of werkportal.at (Netcup GmbH) collects data via every access on the offer (so called server log files). The access data includes: Name of the requested website, file, date,

time of the request, transferred amount of data, report about a successful request, browser type in addition to version, the operating system of the user, referrer URL (the previously visited website), IP-address, and the requesting provider. The provider uses the protocol data solely for statistic evaluation for the purpose of operation, the security, and the optimization of the offer. The provider reserves the right to review the protocol data subsequently, if there are tangible indications or the justified suspicion of illegal use.

#### YOUR RIGHTS

You have the fundamental rights to request information, correction, deletion, restriction, data portability, revocation, and contradiction. If you believe that the processing of your data is violating the data protection law, or your claims for data protection are infringed in any form you can complain at the regulatory authority. In Austria this is the data protection authority.