

Vienna, 24th of May 2018

Dear Sir or Madam,
Dear papimi user,

as of May 25th 2018, the 'General Data Protection Regulation' takes effect. The main purpose of this regulation is an extended information obligation.

Therefore, we hereby inform you about our data processing procedures, in order to comply with this regulation. Please note, that these data processing procedures have been installed and conducted by us in the past. Thus, there is **NO CHANGE** to existing agreement or contractual affairs.

Within the scope of your agreement or contractual relationship with us, the data provided to us by you (i.e. contact details, emergency contacts, bank details, ect.) is processed. This also includes data obtained due to purchase contracts, lease contracts or leasing agreements/contracts (i.e. basic data, data regarding legal regulations such as training certification, device log books, data regarding technical inspections according to the manufacturer and the medical product law, ect.)

General data processing within the scope of agreements or contractual relationships

Processing and forwarding of data is conducted for the purpose of accounting and the compliance to obligations regarding record keeping, provision of information and reporting, as far as necessary for laws, norms, collectively agreed legal structures or contractual obligations, as well as keeping records of text files generated or archived (i.e. correspondence) in these matters. Your agreements and contracts with us cannot be transacted without this data. This also applies for all voluntary social benefits, as well as external educational offers.

Forwarding of data in isolated cases is conducted based on legal regulations or contractual agreements to following persons or institutions:

- manufacturer / medical technical device file;
- external processors (i.e. authorised service partners);
- sales representatives and network partners;
- national Institution and supervisory bodies;
- tax office and customs;
- municipal authorities and administrative authorities involved in administrative police matters;
- legal representative bodies;
- educational providers;
- law enforcement officials;
- courts;

- creditors of the person concerned, as well as other parties involved in the connected prosecution, including voluntary assignment of wages for unpaid due;
- in accordance with the redemption to involved parties / collection from the person concerned to third party banks;
- insurances within the scope of existing group- or singular insurance contracts;

Storage period

We store your data in accordance to lawfully required storage periods.

Your rights

You have the right to information, correction, deletion, restriction, restriction of data forwarding and objection in regard to your own data. Please contact us directly with in this matter.

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 have the right to place a complaint with the data protection authority.

Information on the use of personal data / privacy policy:

The company mentioned in the footnotes is responsible for the data processing activities outlined here. The provision of my above-mentioned personal data is required to fulfil the contractual / agreement-related activities - in case of non-provision, a proper fulfilment within the given legal norms is not possible (this does not apply to the consent to the newsletter and the production and use of photos - these are entirely voluntary!). Personal data is used only for the purposes explained above. Upon termination of the user activity or the cessation or sale of the medical device in question, all data will be deleted within one year of the contract termination, unless it is required to enforce, exercise or defend legal claims of the carrier or unless there is a backlog of payments from the agreement and as long as the data is not required to be stored by a national institution, municipal authority or legal representative. Your rights in relation to data protection legislation extend to the right of access, rectification, deletion, restriction, restrictions regarding data forwarding and, if necessary, opposition to processing.

Yours sincerely,

papimi Headquarters