

Information in accordance to the GDPR guidelines of the European Union

Data protection information for employees (m/w/d) of aigner business solutions GmbH

The protection of your privacy is an important concern for our company, aigner business solutions GmbH, which we take very seriously. Therefore, we would like to let you know what data we collect and use, when and for what purpose.

Gender inclusion note

The following text includes gender specific terminology e.g. in the form of pronouns. We refrained from stating all gender categories for enhanced readability. Please note that the content is to address people of any gender.

Controller responsible for data processing

aigner business solutions GmbH
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Scope of application

The information on data protection provided here serves to clarify the nature, scope and purpose of the collection and use of personal data by the controller "aigner business solutions GmbH", represented by managing director Mr Rainer Aigner, Goldener Steig 42, 94116 Hutthurm, Germany, Phone: +49 8505 91927-0, e-mail: info@aigner-business-solutions.com.

The legal basis for data protection can be found in the General Data Protection Regulation (GDPR), the new Federal Data Protection Act (BDSG-neu) and the Telemedia Act (TMG).

Further information can be found in the online privacy policy (www.aigner-business-solutions.com/datenschutzerklaerung/) of aigner business solutions GmbH.

Handling of personal data

Personal data is information that relates to an identified or identifiable natural person (data subject).

The processing of such data is lawful only if at least one of the following conditions is met:

- the data subject has consented to the processing of personal data relating to him for one or more purposes (e. G. for the publication of photos or names)
- the processing is necessary for the performance of a contract or for carrying out pre-contractual measures (employment contract),
- the processing is necessary for compliance with a legal obligation of the controller (e. G. social security contributions, data transfer to health insurance companies)
- the processing is necessary to protect the legitimate interests of the controller or of a third party and while those interests are not overridden by contradictory interests of the data subject (e. G. video surveillance of the premises).

Description of the affected data subject(s) and the affected data or data categories

Use of data for the own purpose of aigner business solutions GmbH (internal data)

- personal master data, e. G. first name and surname, date of birth, place of birth, address, photo
- contractual master data, e. G. marital status, period of employment, religious denomination, social security number, references
- accounting data, e. G. banking account, pay roll data, data about voluntary social security benefits
- special category of personal data revealing information about e. G. racial or ethnic origin via photo, religious or philosophical beliefs (e. G. for the pay roll proceedings), health information such as sick notifications, disabled person's pass or photo
- Other personal data: data of other business partners (e. G. data of system partners, chambers, associations, banks and authorities), data of customer and prospect management, visitor management, video surveillance etc.

The above mentioned personal data of our employees acc. to § 26 BDSG neu (new Federal Data Protection Act) are being processed by us for the purpose of the employment relationship acc. to § 26 BDSG-neu (new Federal Data Protection Act) and/or Art. 6 (1)a (declaration of consent), Art. 6 (1)b (contract initiation, contractual performance) GDPR in conjunction with Art. 9 (2)b GDPR. As a matter of principle, personal data are being collected from the data subject itself.

Video surveillance

Parts of our premises are being protected by a video surveillance system. The data storage and processing of those data gained are being handled acc. to Art. 6 (1)f GDPR by the lessor. Because of repeated cases of vandalism and theft on the site, there is a legitimate interest to run a video surveillance system there.

Data processing based on Art. 6 (1)f GDPR is necessary for the purposes of the company's legitimate interests only, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data.

The so-processed data are being saved for a period of 14 days. During this time, it will be evaluated and, usually, in the following, erased. A longer period of data storage can lead to the purpose of criminal prosecution.

Transmission of data to groups of recipients

- According to the related purposes, there can be different internal recipients (e. G. HR Management, trainings etc.).
- According to mostly legal obligations and contractual requirements, there are external recipients (e. G. pension funds, employers' liability insurance associations, health insurance companies, tax authorities, tax consultants, auditing companies, lawyers etc.).

Description of groups of origin

For the purpose of fulfilling our work-contractual duties and for the controlling of the accuracy of the information you gave us, we are being provided with your personal data (first name, surname, address, date of birth, social security number, tax identification number) by authorities (e. G. tax authority) and process these data acc. to Art. 6 (1)c GDPR.

Rule periods for the erasure of personal data

Your data will be stored for the whole period of your employment and will further be stored for the referring retention period. The erasing of the personal data will occur after expiry of the legal and contractual retention periods. If personal data is not subject to any retention periods, they will be erased as soon as the purposes mentioned above no longer apply.

Transfer of personal data to a third country

As a matter of principle, personal data is not transferred to a third country. Should this nevertheless be the case, the transfer of data is regulated on the basis of an appropriateness decision (e. G. Canada), by consent, binding corporate rules or EU standard data protection clauses concluded between the parties.

Right of access

The data subject has the right to request access to information from the controller as to whether and what personal data relating to it is being processed. For this purpose, aigner business solutions GmbH, will provide an overview of the processing purposes, the categories of data processed and the respective recipients or categories of recipients.

Rights of rectification, erasure and restriction of processing

In accordance with Art. 16 of the GDPR, the data subject has the right to request, that inaccurate personal data concerning it, will be corrected without delay. Taking into account the purposes of the processing, the data subject also has the right to request the completion of incomplete personal data.

According to Art. 17 of the GDPR, the data subject has the right to demand from aigner business solutions GmbH, that personal data concerning it will be erased immediately, provided that no other legal requirement prevents the erasure.

Pursuant to Art. 18 of the GDPR, the data subject has the right to request that the processing will be restricted if

- the accuracy of the personal data is being disputed,
- the processing is unlawful and the data subject refuses the erasure of the personal data and requests instead a restriction of its use,
- the controller no longer needs the personal data for the purposes of processing, but the data subject needs it in order to assert, exercise or defend legal claims,
- the data subject objects to the processing in accordance with Art. 21 of the GDPR.

Right of withdrawal

The data subject has the right to revoke his consent at any time. The revocation of consent does not affect the lawfulness of the processing carried out on the basis of the consent until revocation.

Right of objection

The data subject has the right to object, at any time, to the processing of its personal data. aigner business solutions GmbH will then no longer process the personal data unless it can prove compelling reasons worthy of protection that outweigh the interests, rights and freedoms of the data subject.

Right to lodge a complaint

Every data subject who considers that the processing of his personal data contravenes this regulation, has the right to lodge a complaint at a competent supervisory authority.

Data protection officer

We have appointed a data protection officer who works for aigner business solutions GmbH in accordance with Art. 37 ff et seq. of the GDPR:

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Up-to-dateness of the data protection information

The constant developments in the field make it necessary to adapt our data protection principles from time to time. We reserve the right to make appropriate changes at any time.

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