

DATA PROTECTION INFORMATION FOR PARTICIPANTS (M/F/D) IN OUR ONLINE EVENTS

HOW WE HANDLE YOUR DATA AND YOUR RIGHTS

INFORMATION PURSUANT TO ARTICLES 13, 14 AND 21 OF THE GENERAL DATA PROTECTION REGULATION (GDPR)

The following information provides you, as a participant (m/f/d) in our online events, with an overview of how your personal data is processed and your rights.

1. WHO IS RESPONSIBLE FOR DATA PROCESSING AND WHO CAN I CONTACT?

The controller is

KAMAT GmbH & Co. KG
Salinger Feld 10
58454 Witten
Telephone: + 49 2302 89 03 0
Email: info@kamat.de

You can contact our [data protection officer](#) at:

GDI Gesellschaft für Datenschutz und Informationssicherheit mbH
Mr Olaf Tenti
Alter Schloßweg 30, 58119 Hagen
Telephone: +49 (0) 2331/356832-0
Email: datenschutz@gdi-mbh.eu

2. WHAT SOURCES AND DATA DO WE USE?

We process data that you provide to us or that we have received from third parties within the framework of existing contracts or with your permission.

In particular, the following personal data and categories of data are processed for the purposes specified in section 3:

- **Data about you as a user:**
First name, surname or chosen display name, company, address, telephone number, email address, optional: your profile picture
- **Data about the event:**
Desired online event: online training, online meeting or video conference, date, time, meeting ID, telephone numbers, location
- **Participation data for the relevant event:**
Text, audio and video data
It may be possible to use the chat function in an "online meeting". In this case, the text entries made there will be processed in order to display them in the "online meeting".
To enable the display of video and the playback of audio, the data from the microphone of the end device and from any video camera of the end device will be processed for the duration of the meeting. The camera or microphone can be switched off or muted by the user at any time.
- **Device/hardware data:**
IP address, MAC address, client version.

3. WHY DO WE PROCESS YOUR DATA (PURPOSE OF PROCESSING) AND ON WHAT LEGAL BASIS?

Below, we provide information about why and on what legal basis we process your data.

3.1 TO FULFILL CONTRACTUAL OBLIGATIONS (ART. 6 PAR. 1 LIT. B GDPR)

If you are our employee or customer and would like to participate in one of the events listed under No. 2, the processing of personal data is carried out to fulfil the contract concluded with you and is also necessary for this purpose.

3.2 WITHIN THE FRAMEWORK OF THE BALANCING OF INTERESTS (ART. 6(1)(F) GDPR)

If your employer is our customer and has registered you for the training course or had you registered, we process your data on the basis of a balancing of interests. We have a legitimate interest in processing your data in order to fulfil the contract with your employer, and we only process the data necessary for this purpose (see 3.1 above).

We may also use your data on the basis of a balancing of interests to protect other legitimate interests of ours or of third parties. This may be done in particular for the following purposes:

- General business management,
- Assertion of legal claims and defence in legal disputes,
- Prevention and investigation of criminal offences,
- Ensuring IT security and IT operations,
- Fulfilment of contracts with your employer in which you are involved due to your position and duties.

Our interest in the respective processing arises from the respective purposes and is otherwise of an economic nature (efficient task fulfilment, avoidance of legal risks).

3.3 ON THE BASIS OF YOUR CONSENT (ART. 6(1)(A) GDPR)

If you have given us your consent to process personal data (e.g. for recording the event), the respective consent is the legal basis for the processing specified there.

Consent can be revoked at any time. This also applies to the revocation of declarations of consent that were given before the GDPR came into force, i.e. before 25 May 2018. The revocation only takes effect for the future. Processing that took place before the revocation is not affected. A revocation can be made to the office named in section 1.

4 WHO RECEIVES MY DATA?

Your data will only be passed on if this is permitted by law. The data referred to in section 2 will be transferred to public authorities if there is a legal obligation to do so or if you have given your consent to this transfer. Such public authorities may include, in particular, the tax authorities, customs authorities and trade supervisory authorities.

Within our company, your data will be received by those departments that need it to fulfil our contractual and legal obligations or to perform their respective tasks.

Within the aforementioned limits, we reserve the right to involve third-party service providers who act on our behalf and in accordance with our instructions in the context of providing services (processors). These service providers may receive personal data or come into contact with personal data in the course of providing services and constitute third parties or recipients within the meaning of the GDPR. In such cases, we ensure that our service providers offer sufficient guarantees that appropriate technical and organisational measures are in place and that processing is carried out in accordance with the requirements of the GDPR and guarantees the protection of the rights of the data subject (cf. Art. 28 GDPR).

One such processor is, for example,

Microsoft Teams:
Microsoft Corporation
One Microsoft Way
Redmond, WA 98052-6399
USA
<https://www.microsoft.com/>

Zoom:
Zoom Video Communications
55 Almaden Boulevard, Suite 600
San Jose, California (95113)
United States
<https://www.zoom.us/>

5 HOW LONG IS THE DATA STORED?

We retain your personal data for as long as necessary to fulfil the purposes for which it was collected.

Unless there are further storage obligations, the aforementioned data will be routinely deleted after the purpose has been achieved, provided this is possible on the system. Otherwise, the personal reference will be removed through anonymisation and access to your data will be blocked.

In addition, we are subject to various storage and documentation obligations, which arise from the German Commercial Code (HGB) and the German Fiscal Code (AO), among others. The periods specified there for storage and documentation are two to ten years.

Finally, the storage period is also assessed in accordance with the statutory limitation periods, which, for example, according to Sections 195 et seq. of the Civil Code (BGB), are generally three years, but in certain cases can also be up to thirty years.

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6 IS DATA TRANSFERRED TO A THIRD COUNTRY?

We use software from providers based in third countries and/or software from providers with subcontractors/service providers in third countries to organise and conduct online events.

It cannot be ruled out that your data or parts of your data may be transferred to third countries (e.g. the USA).

Insofar as personal data is transferred to third parties and/or recipients outside of order processing, we ensure that this is done exclusively in accordance with the legal requirements and only if there is a corresponding legal basis or the necessary consent.

For the USA, there is an adequacy decision within the meaning of Art. 45 (3) GDPR. Personal data from the EU can now be transferred to companies and organisations in the USA that have certified themselves for the EU-U.S. Data Privacy Framework without the need for further protective measures. This adequacy decision thus serves as the basis for data transfers to the service providers we use in the USA.

If there is no adequacy decision within the meaning of Art. 45 (3) GDPR or if the company or organisation in the USA has not certified itself for the EU-US Data Privacy Framework, we conclude standard data protection clauses issued by the EU Commission within the meaning of Art. 46 for the protection of your data with the respective service providers/providers.S. Data Privacy Framework, we conclude standard data protection clauses issued by the EU Commission within the meaning of Art. 46 (2) lit. c GDPR with the respective service providers/suppliers to protect your data. Furthermore, some of our service providers have implemented binding internal data protection regulations (BCR) within the meaning of Art. 47 GDPR for their group of companies or the same group of companies, which have been approved by the respective competent supervisory authority.

Microsoft Teams: When *using the chat function*: Chat content is logged when using Microsoft Teams. Files that users share in chats are stored in the OneDrive for Business account of the user who shared the file. Files that team members share in a channel are stored on the team's SharePoint website.

The European Commission's standard contractual clauses have been concluded with **Zoom**. Further information on data protection at Zoom Video Communications can be found here: https://zoom.us/de-de/privacy.html#_Toc44414845

7 WHAT OTHER DATA PROTECTION RIGHTS DO I HAVE?

Under the respective legal requirements, you have the right to information (Art. 15 GDPR, Section 34 of the Federal Data Protection Act (BDSG) in the version valid from 25 May 2018), to rectification (Art. 16 GDPR), to erasure (Art. 17 GDPR, § 35 BDSG), to restriction of processing (Art. 18 GDPR) and to data portability (Art. 20 GDPR).

You also have the right to lodge a complaint with a data protection supervisory authority (Art. 77 GDPR, Section 19 BDSG).

8 AM I REQUIRED TO PROVIDE DATA?

You are not legally obliged to provide us with personal data. However, if you do not provide us with the data necessary for registration and implementation of the online event, you will not be able to participate in the respective online event.

In some cases, it may also not be possible to conclude or execute a contract.

9 TO WHAT EXTENT IS THERE AUTOMATED DECISION-MAKING IN INDIVIDUAL CASES?

We do not use automated decision-making in accordance with Art. 22 GDPR to conduct online events. If we use these procedures in individual cases, we will inform you separately if this is required by law.

10 TO WHAT EXTENT IS MY DATA USED FOR PROFILING?

We do not process your data with the aim of evaluating certain personal aspects (so-called "profiling").

11 WHAT RIGHTS OF OBJECTION DO I HAVE? (ART. 21 GDPR)

You have the right to object at any time, on grounds relating to your particular situation, to the processing of personal data concerning you which is carried out on the basis of Art. 6(1)(f) GDPR (data processing

based on a balancing of interests); this also applies to profiling based on this provision within the meaning of Art. 4(4) GDPR.

If you object, we will no longer process your personal data unless we can demonstrate compelling legitimate grounds for the processing that override your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

The objection can be made informally and should be addressed to the contact options listed in section 1.

KAMAT GmbH & Co KG

As of: March 2026