

## **Privacy Policy**

**CUBE GmbH (“CUBE”/”We”) takes the protection of your personal data very seriously. We treat your in accordance with the General Data Protection Regulation (GDPR) and the Federal Data Protection Act (Bundesdatenschutzgesetz) coming into force on May 25, 2018.**

### **I. General information on data processing**

**The use of our website is generally possible without providing personal data; apart from the collection of data for the provision of the website (the storage of the data in logfiles is mandatory for the operation of the website). Insofar as personal data (e. g. name, address or e-mail addresses or other data) are collected on our website, this is always done on a voluntary basis as far as possible. These data will not be passed on to third parties without your express consent. This privacy policy shall inform you on how we collect, process and use your personal data in connection with our services as well as the legal basis for the processing of personal data and the purpose of the data processing.**

#### **1. Scope of the processing of personal data**

**CUBE collects, processes and uses the personal data of its users only insofar as this is necessary for the provision of a functional website as well as its content and services. The collection and use of our users' personal data is regularly only carried out with the user's prior consent. An exception shall apply in cases where prior consent cannot be obtained for factual reasons and where the processing of data is permitted by legal regulations.**

## **2. Legal basis for the processing of personal data**

**Insofar as CUBE obtains the consent of the data subject for the processing of personal data, Art. 6 para. 1 lit. a GDPR serves as the legal basis for the processing of personal data. Article 6 para. lit. b GDPR serves as the legal basis for the processing of personal data required for the performance of a contract to which the data subject is a party. This shall also apply to processing operations necessary for the implementation of pre-contractual measures. Insofar as a processing of personal data is necessary for the fulfilment of a legal obligation to which CUB is subject, Art. 6 para. 1 lit. c GDPR serves as a legal basis. In the event that the vital interests of the data subject or another natural person necessitate the processing of personal data, Art. 6 para lit. d GDPR serves as the legal basis. If the processing is necessary to safeguard a legitimate interest of our company or a third party and if the interests, fundamental rights and freedoms of the party concerned do not outweigh the first mentioned interest, Art. 6 para. 1 lit. f GDPR serves as the legal basis for the processing.**

## **3. Data erasure and storage duration**

The personal data of the person concerned will be deleted or blocked as soon as the purpose of storage ceases to apply. Furthermore, data may be stored if this has been provided for by the European or national legislator in EU regulations, laws or other provisions to which the person responsible is subject. The data will also be blocked or deleted if a storage period prescribed by the aforementioned standards expires, unless there is a need for further storage of the data for the conclusion or fulfilment of a contract.

## **II. Provision of the website and creation of logfiles**

### **1. Description and scope of data processing**

Every time you visit our website, our system automatically collects data and information from the computer system of the calling computer.

The following data is collected:

- browser type and browser version
- operating system used
- the internet service provider of the user
- the IP address of the user
- hostname of the accessing computer
- time of the server inquiry
- websites from which the user's system reaches our website
- websites accessed by the user's system via our website

The data is also stored in the logfiles of our system. These data are not stored together with other personal data of the user and is not combined with other data sources.

## **2. Legal basis for data processing**

The legal basis for the temporary storage of data and log files is Art. 6 para. 1 lit. f GDPR.

## **3. Purpose of data processing**

The temporary storage of the IP address by the system is necessary to enable the website to be delivered to the user's computer. The storage in logfiles is done to ensure the functionality of the website. In addition, the data is used to optimize the website and to ensure the security of our information technology systems. An evaluation of the data for marketing purposes does not take place in this context. For this purpose, the user's IP address must be stored for the duration of the session.

Our legitimate interest in data processing pursuant to Art. 6 para. 1 lit. f GDPR also lies in these purposes.

## **4. Duration of storage**

The data will be deleted as soon as it is no longer necessary to achieve the purpose for which it was collected. In the case of the collection of data for the provision of the website, this is the case when the respective session has ended. The storage of data in logfiles will be done after seven days at the latest. Additional storage is possible. In this case, the IP addresses of the users are deleted or changed, so that an assignment of the calling client is no longer possible.

## **5. Possibility of opposition and elimination**

The collection of data for the provision of the website and the storage of the data in logfiles is mandatory for the operation of the website.

Consequently, there is no possibility of objection on the part of the user.

### **III. Use of cookies**

#### **1. Description and scope of data processing**

Our website uses cookies. Cookies are text files that are stored in the Internet browser or by the Internet browser on the user's computer system. If a user visits a website, a cookie may be stored on the user's operating system. This cookie contains a characteristic character string that enables a unique identification of the browser when the website is called up again.

Cookies contain a characteristic string of characters that allows the browser to be uniquely identified when you return to the website.

We use cookies to make our website more user-friendly. Some elements of our website require that the calling browser can be identified even after a page change.

The following data is stored and transmitted in the cookies:

- log-in-information
- frequency of page views
- use of website functions

The data collected in this way will be pseudonymised by technical precautions. It is therefore no longer possible to assign the data to the calling user. The data are not stored together with other personal data of the users.

When you visit our website, an information banner informs you about the use of cookies for analytical purposes and refers you to this data protection statement. In this context, there is also a note on how the storage of cookies can be prevented in the browser settings.

## **2. Legal basis for data processing**

The legal basis for the processing of personal data using cookies is Art. 6 para. 1 lit. f GDPR.

## **3. Purpose of data processing**

The purpose of using technically necessary cookies is to simplify the use of websites for users. Some functions of our website cannot be offered without the use of cookies.

For this it is necessary that the browser is recognized even after a page change.

We need cookies for the following applications:

- Accepting language settings
- Remembering search terms

The user data collected by technically necessary cookies are not used to create user profiles.

The analysis cookies are used to improve the quality of our website and its content. Through the analysis cookies we learn how the website is used and can thus continuously optimize our offer.

#### **4. Duration of storage**

Most of the cookies we use are so-called “session cookies”. They will be automatically deleted at the end of your visit. Other cookies remain stored on your device until you delete them. These cookies enable us to recognize your browser the next time you visit our website.

#### **5. Possibility of opposition and elimination**

You can set your browser in such a way that you are informed about the setting of cookies and allow cookies only in individual cases, you can exclude the acceptance of cookies for certain cases or generally and you can activate the automatic deletion of cookies when closing the browser. When cookies are disabled, the functionality of this website may be limited.

### **IV. Newsletter**

#### **1. Description and scope of data processing**

You can subscribe to our newsletter on our website. When registering for the newsletter, the data from the input mask will be transmitted to us.

In addition, the following data is collected during registration:

- email address of the user
- IP address of the calling computer/ user
- date and time of registration

The registration for our newsletter is done in a so-called double opt-in procedure: After your registration you will receive an email to the email address you have given us, where you will be asked to confirm your registration. This confirmation is required so that no unauthorized third party can register with your email address.

## **2. Legal basis for data processing**

The legal basis for the processing of the data after registration for the newsletter is Art. 6 para. 1 lit. a GDPR on the basis of the user's consent.

## **3. Purpose of data processing**

The collection of the user's e-mail address serves to send the newsletter.

## **4. Duration of storage**

The registration for the newsletter is logged in order to prove the registration process.

This includes the storage of the registration and confirmation time as well as the IP address. This data will be deleted as soon as it is no longer necessary to achieve the purpose for which it was collected. The data will be saved as long as the subscription to the newsletter is active.

## **5. Possibility of opposition and elimination**



**You can revoke your consent to the storage of the data, the email address and its use for sending the newsletter at any time, for example via the “unsubscribe” link in the newsletter.**

## **V. Registration on our website**

### **1. Description and scope of data processing**

**On our website, we offer users the opportunity to register vor our CUBE Community by providing personal data. The data can be entered into an input mask and is transmitted to us and stored. As part of the registration process, the user’s consent to the processing of this data is obtained.**

**The following data is collected during the registration process:**

- Full name**
- Email address**

**The following data is also stored at the time of registration:**

- IP address of the calling computer/ user**
- date and time of registration**

### **2. Legal basis for data processing**

**The legal basis for the processing of the data after registration on our website by the user is Art. 6 para. 1 lit. b GDPR on the basis of the corresponding consent.**

### **3. Purpose of data processing**

**A registration of the user is necessary to carry out pre-contractual measures and to conclude and execute the contract.**

#### **4.Duration of storage**

The data will be stored only as long as it is necessary to achieve the purpose for which it was collected. Even after conclusion of the contract, it may be necessary to store personal data of the contractual partner in order to fulfil contractual or legal obligations.

#### **5.Possibility of opposition and elimination**

As a user you have the possibility to cancel the registration at any time. You can have the data stored about you changed at any time. If the data are necessary for the fulfilment of a contract or for the execution of pre-contractual measures, a premature deletion of the data is only possible if there are no contractual or legal obligations to prevent a deletion.

### **VI. Email contact**

#### **1. Description and scope of data processing**

It is possible to contact us via the email addresses provided on the website. In this case, the personal data of the user transmitted by email will be stored. In this context, the data will not be passed on to third parties. The data will only be used for the processing of the conversation.

#### **2. Legal basis for data processing**

The legal basis for the processing of data is Art. 6 para. 1 lit. a GDPR, if the user gives his/her consent. The legal basis for the processing of data transmitted by email is Art. 6 para. 1 lit. f GDPR. If you contact us by email, this is also the reason for the necessary legitimate interest in processing the data.

### **3. Purpose of data processing**

The other personal data processed during the sending process is used to prevent misuse of the contact form and to ensure the security of our information technology systems.

### **4. Duration of storage**

The data will be stored as long as it is necessary to achieve the purpose for which it was collected. For personal sent by email, this is the case when the respective conversation with the user has ended. The conversation ends when the circumstances indicate that the matter in question has been conclusively clarified. The additional personal data collected during the sending process will be deleted after a period of seven days at the latest. The user has the possibility to revoke his or her consent to the processing of personal data at any time.

### **5. Possibility of opposition and elimination**

If the user contacts us by email, he/she can object to the storage of his personal data at any time. In such a case, the conversation cannot continue. In this case, all personal data stored in the course of making contact will be deleted.

### **6. Measures of security**

We will of course make every effort to store your personal data in such a way that they are not accessible to third parties by using all technical and organisational means. However, full data security cannot be guaranteed when communicating by email, so we recommend that you send confidential information by post.

Further, this site uses SSL encryption for security reasons and to protect the transmission of confidential content, such as requests you send to us as the site operator. An encrypted connection can be recognized by the fact that the address line of the browser changes from “http://” to “https://” and the lock symbol in your browser line. If SSL encryption is enabled, the information you provide to us cannot be read by third parties.

## **VII. Rights of the person concerned**

We make sure that every user of our website has the rights regarding his personal data as laid down in Artt. 12 to 22 GDPR. This particularly includes the right to demand information at any time about which data is stored about him or her and for what purpose this storage takes place.

If personal data is processed by you, you are affected within the meaning of the GDPR and you have the following rights vis-à-vis the person responsible. Please approach our data protection officer for any requests.

### **1. Right to information**

You can ask the person in charge to confirm whether we process personal data concerning you. In the event of such processing, you may request the following information from the person responsible:

- the purposes for which the personal data are processed;
- the categories of personal data which are processed;
- the recipients or categories of recipients to whom the personal data concerning you have been or will be disclosed;
- the planned duration of the storage of personal data concerning you or, if specific information is not possible, criteria for determining the storage duration;
- the existence of a right to correct or delete personal data concerning you, a right to restrict the processing by the controller or a right of objection to such processing;
- the existence of a right of appeal to a supervisory authority;
- all available information on the origin of the data if the personal data are not collected from the data subject;
- the existence of automated decision-making, including profiling in accordance with Article 22 para.1 and 4 GDPR and, at least in these cases, meaningful information on the logic involved and the scope and intended impact of such processing on the data subject.

You have the right to request information on whether the personal data concerning you are transferred to a third country or to an international organisation. In this context, you may request to be informed of the appropriate guarantees pursuant to Art. 46 GDPR in connection with the transmission.

## **2. Right of rectification**

You have the right to correct and/or complete your personal data with regard to the person in charge if the personal data processed concerning you is incorrect or incomplete. The person responsible must make the correction without delay.

## **3. Right to restrict processing**

**Under the following conditions, you may request that the processing of your personal data be restricted:**

- if you deny the accuracy of the personal data relating to you for a period of time that enables the person responsible to verify the accuracy of the personal data;**
- the processing is unlawful and you refuse to delete the personal data and instead request the restriction of the use of the personal data;**
- the controller no longer needs the personal data for the purposes of processing, but you need them to assert, exercise or defend legal claims; or**
- if you have lodged an objection against the processing pursuant to Art. 21 para. 1 GDPR and it has not yet been determined whether the legitimate reasons of the person responsible outweigh your grounds.**

**Where the processing of personal data relating to you has been restricted, such data may not be processed except with your consent or for the purpose of asserting, exercising or defending legal claims or protecting the rights of another natural or legal person, or for reasons of an important public interest of the Union or of a Member State, except for their storage. If the restriction on processing has been restricted in accordance with the above-mentioned conditions, you will be informed by the person responsible before the restriction is lifted.**

## **4. Right of deletion**

### **a. Obligation to delete**

**You may demand that the person in charge of your personal data be deleted immediately and the person in charge is obliged to delete this data immediately if one of the following reasons applies:**

- The personal data concerning you are no longer necessary for the purposes for which they were collected or otherwise processed.**
- You revoke your consent to the processing in accordance with Art. 6 para. 1 lit. a or Art. 9 para. 2 lit. a GDPR and there is no other legal basis for the processing.**
- In accordance with Art. 21 para. 1 GDPR, you submit an objection to the processing and there are no primordial justifiable reasons for the processing or you lodge an objection against the processing pursuant to Art. 21 para. 2 GDPR.**
- The personal data concerning you have been processed illegally.**
- The deletion of personal data concerning you is necessary to fulfil a legal obligation under Union law or the law of the Member States to which the data controller is subject.**
- The personal data concerning you have been collected in relation to the information society services offered in accordance with Article 8 para.1 GDPR.**

#### **b. Information to third parties**

**If the person in charge has made the personal data concerning you public and if he is obliged to delete them in accordance with Art. 17 para. 1 GDPR, he shall take appropriate measures, taking into account the available technology and the implementation costs, including technical measures, to inform those responsible for data processing who process the personal data that you, as the person concerned, have requested that they delete all links to these personal data or from copies or replicas of these personal data.**

### **c. Exceptions**

**The right to be deleted does not exist if the processing is necessary for the exercise of the right to freedom of expression and information;**

**in order to fulfil a legal obligation requiring processing under Union or national law to which the person responsible is subject, or to carry out a task which is in the public interest or in the exercise of official authority delegated to the person responsible;**

**for asserting, exercising or defending legal claims.**

### **5. Right to be informed**

**If you have asserted the right to correct, delete or restrict the processing of your personal data, the controller is obliged to inform all recipients to whom the personal data concerning you have been disclosed of this correction or deletion of the data or limitation of the processing, unless this proves to be impossible or involves a disproportionate effort. You have the right to be informed of these recipients vis-à-vis the person responsible.**

### **6. Right to transfer data**

**You have the right to obtain the personal data relating to you that you have provided to the data controller in a structured, current and machine-readable format. In addition, you have the right to transfer this data to another responsible person without hindrance by the person to whom the personal data has been made available, provided that**



- the processing is based on a consent pursuant to Art. 6 para. 1 lit. a GDPR or Art. 9 para. 2 lit. a GDPR or on a contract pursuant to Art. 6 para. 1 lit. b GDPR and
- processing shall be carried out by means of automated procedures. In exercising this right, you also have the right to obtain that the personal data concerning you are transmitted directly by one person in charge to another person in charge, as far as this is technically feasible. Freedoms and rights of other persons may not be affected thereby.

The right to transfer data shall not apply to the processing of personal data necessary for the performance of a task which is in the public interest or in the exercise of official authority delegated to the data controller.

## **7. Right of objection**

For reasons arising from your particular situation, you have the right to object at any time to the processing of personal data concerning you, which is carried out on the basis of Art. 6 para. 1 lit. e or f GDPR.

## **8. Right to revoke the declaration of consent under data protection law**

You have the right to revoke your declaration of consent under data protection law at any time. The revocation of the consent does not affect the legality of the processing carried out on the basis of the consent until the revocation.

## **9. Right to appeal to a supervisory authority**

Without prejudice to any other administrative or judicial remedy, you have the right to appeal to a supervisory authority, in particular in the Member State where you are resident, at your workplace or at the place of the alleged infringement, if you consider that the processing of the personal data relating to you infringes the GDPR.

The supervisory authority to which the complaint has been lodged shall inform the complainant of the state of play and the results of the complaint, including the possibility of legal remedy in accordance with Article 78 of the GDPR.

## **VIII. Integration of third-party services and content**

Insofar as we integrate third party content on our website the possibility to consume such content via our website presupposes that your IP address is transmitted to the providers of such content (“third party providers”). Otherwise, this content could not be sent to your browser. The IP address is therefore required for the presentation of this content. We make every effort to use only those contents whose respective providers use the IP address solely for sending the integrated contents. If a third party provider stores your IP address for other purposes, e. g. for statistical purposes, we have no influence on it and cannot provide you with any information in this regard due to a lack of knowledge.

## **IX. Google Analytics**

This website uses the functions of the web analytics service Google Analytics. Provider is Google Inc., 1600 Amphitheatre Parkway Mountain View, CA 94043, USA. Google Analytics uses so-called “cookies”. These are text files that are stored on your computer and allow an analysis of your use of the website. The information

generated by the cookie about your use of this website is usually transferred to a Google server in the USA and stored there. Google will use this information to evaluate your use of our website, to compile reports on website activity and to provide other services associated with the use of the website and the Internet. Google may also transfer this information to third parties if required by law or if third parties process this data on behalf of Google. For more information on how we handle user data at Google Analytics, please see the Google Privacy Policy:

<https://support.google.com/analytics/answer/6004245?hl=en>

You can prevent the storage of cookies by setting your browser software accordingly; however, we would like to point out that in this case you may not be able to use all the functions of this website in full. You can also prevent Google from collecting the data generated by the cookie and relating to your use of the website (including your IP address) and from processing this data by Google by downloading and installing the browser plugin available under the following link: <https://tools.google.com/dlpage/gaoptout?hl=en>

Opposition to data collection You can prevent Google Analytics from collecting your information by clicking on the link below. An opt-out cookie is set to prevent your data from being collected when you visit this website in the future: [disable Google Analytics Demographic features in Google Analytics](#)

This website uses the “demographic features” feature of Google Analytics. This allows reports to be created that contain information about the age, gender and interests of the visitors to the site. This data originates from Google’s interest-based advertising and visitor data from third-party providers. This data cannot be assigned to a specific person. You can disable this feature at any time through your Google Account’s ad settings, or disallow the collection of your information by Google Analytics as shown in the “Disclaimer” section.

## **X. Facebook social plugins**

Our website uses social plugins (“plugins”) of the social network facebook.com, which is operated by Facebook Ireland Ltd., 4 Grand Canal Square, Grand Canal Harbour, Dublin 2, Ireland (“Facebook”). The list and the appearance of the Facebook social plugins can be viewed here: <https://developers.facebook.com/docs/plugins/>. When you access a feature of our website that includes such a plugin, your device establishes a direct connection to Facebook’s servers. The content of the plugin is transmitted by Facebook directly to the user’s device and is integrated into the Internet offer by the user. User profiles can be created from the processed data. We have no control over the amount of data that Facebook collects using this plug-in and can therefore only provide you with information on our level of knowledge. By integrating the plugin, Facebook receives the information that a user has called up a corresponding page on our website. If you are logged in to Facebook, Facebook can associate your visit with your Facebook account. If you interact with the plugins, for example by clicking on the Like button or by making a comment, the corresponding information is sent directly from your device to Facebook and stored there. If you are not a Facebook member, there is still the possibility that Facebook will find out your IP address and save it.

According to Facebook, only one anonymous IP address is stored in Germany. The scope and purpose of the data collection and the further processing and use of the data by Facebook, as well as the rights and options for privacy protection in this respect, can be found in Facebook’s privacy policy:

<https://www.facebook.com/about/privacy>. If you are a Facebook member and do not want Facebook to collect information about Sei through our website and link it to your Facebook-membership

information, you must log out/log out and delete your cookies before using our websites.

Further settings and inconsistencies regarding the use of data for advertising purposes can be made within the Facebook profile settings: <https://www.facebook.com/settings?tab-ads>

or via the US-American site: <http://www.aboutads.info/choices>

or the EU site: <http://www.youronlinechoices.com>

The settings are platform-independent, i. e. they are applied to all devices, such as desktop computers or mobile devices.

## **XI. Twitter**

Our website uses the buttons of the Twitter service, Twitter Inc., One Cumberland Place, Fenian Street, Dublin 2, D02 AX07, Ireland, recognizable by a stylized blue bird.

With the help of the button it is possible to share a contribution or page of our offer on Twitter or to follow us on Twitter. When you access a page of our website that contains such a button, your browser establishes a direct connection with the servers of Twitter. Twitter sends the contents of the Twitter button directly to your browser. We have no influence on the amount of data that Twitter collects with the help of this plugin and will inform you according to our knowledge. Accordingly, only your IP address and the URL of the respective website will be transmitted with the button, but not used for purposes other than displaying the button. For more information, please see the Twitter Privacy Policy at: <http://twitter.com/privacy>

## **XII. LinkedIn**

Our website uses also functions of the LinkedIn network. The provider is LinkedIn Corporation, 2029 Stierlin Court, Mountain View, CA 94043, USA. Every time you visit one of our pages that contains functions of LinkedIn, a connection to LinkedIn's servers is established. LinkedIn is informed that you have visited our website with your IP address. If you click on the "Recommend button" of LinkedIn and are logged into your LinkedIn account, LinkedIn is able to associate your visit to our website with you and your user account. We point out that we as provider of the pages have no knowledge of the content of the transmitted data and their use by LinkedIn.

For more information, please see LinkedIn's privacy policy at:  
<https://www.linkedin.com/legal/privacy-policy>

### **XIII. Changes to the privacy policy**

We reserve the right to amend the data protection declaration in order to adapt it to changed legal situations or in the event of changes to the service and data processing. However, this applies solely with regard to declarations on data processing. If your consent is required or if parts of the data protection declaration contain regulations of the contractual relationship with you, changes will only be made with your consent. You are asked to inform yourself regularly about the content of our data protection declaration.

### **XIV. Name and address of the data controller**

The responsible body within the meaning of GDPR is:

**CUBE GmbH**

**Dr. Torsten Oelke, Managing Director**

**Französische Strasse 24**

**10117 Berlin**

**info@cube-global.com**

**Website: [www.cube-global.com](http://www.cube-global.com)**

## **XV. Name and address of the data protection officer**

**The data protection officer of CUBE GmbH is:**

**Laura Broo**

**Französische Strasse 24**

**10117 Berlin**

**[dataprivacy@cube-global.com](mailto:dataprivacy@cube-global.com)**