

## Privacy Policy

neXenio GmbH (“**neXenio**”) is committed to protecting your privacy when you access and use the neXenio Sites and use and/or receive the neXenio Services and to ensure the security and integrity of your personal data in accordance with applicable data protection laws.

Personal data means any information relating to an identified or identifiable natural person.

This Privacy Policy governs the access and use of websites of neXenio including neXenio.com (“**neXenio Sites**”) and the use and/or receipt of the related applications, services, or corporate events offered by or related to neXenio (“**neXenio Services**”). It gives details of what data is collected by and/or provided to neXenio when accessing and using the neXenio Sites and using and/or receiving the neXenio Services, how neXenio may store and use such personal data and what rights you have as a data subject regarding your personal data.

### A. DATA CONTROLLER | DATA PROTECTION OFFICER

The data controller for the processing of personal data is

neXenio GmbH  
Charlottenstraße 59  
10117 Berlin  
Germany  
[info@nexenio.com](mailto:info@nexenio.com)

For further information on this Privacy Policy and for exercising your statutory data protection rights laid down in Section H of this Privacy Policy, you may contact neXenio’s Data Protection Officer at

neXenio GmbH  
Paul Stüber  
Charlottenstraße 59  
10117 Berlin  
Deutschland  
[privacy@nexenio.com](mailto:privacy@nexenio.com)

### B. COLLECTION OF PERSONAL DATA

neXenio collects your personal data when

- you use the neXenio Sites or use and/or receive the neXenio Services,
- you contact neXenio via any means, including via phone, e-mail, social media or contact forms,
- you disclose or submit information via channels operated by neXenio (including the neXenio Sites and the neXenio Services, blogs and community forums) or register for or log-in to such channels operated by neXenio, and
- when third parties (e. g. business partners, resellers, subcontractors) provide neXenio your personal data in accordance with applicable data protection laws.

### C. TYPES OF DATA COLLECTED

neXenio may collect the following data of you:

- **Contact Data:** Personal information such as name, address, telephone number, email address, birth date, company information and employment status.
- **Contract Data:** Information relating to any contract between you and neXenio such as customer numbers, contract numbers and contractual dates.
- **Transaction Data:** Details about transactions made between you and neXenio.
- **Payment Data:** Information such as bank account data and credit card data.
- **Preferences:** Information regarding how you wish to interact with neXenio such as information regarding how you wish to be contacted by neXenio and how you wish to use and/or receive the neXenio Services.
- **Input Data:** Information you provide when you contact neXenio or information you disclose or submit within channels operated by neXenio (including the neXenio Sites, the neXenio Services, blogs and community forums) or when you register for or log-in to such channels operated by neXenio.
- **Usage Data:** Information about how you use and interact on the neXenio Sites and in relation to the neXenio Services such as type, IP address, IP location and unique device identifiers of your internet access device, information on browser type and version, information on browser plug-in types and versions, log-in data, mobile network information, time zone settings, operating system and platform, URL clickstream to, through and from the neXenio Sites and neXenio Services, length and time of visit to the neXenio Sites and use of neXenio Services, information on what features of the neXenio Sites and neXenio Services are being used, interactions with user interfaces, page interactions including scrolling and mouseovers.

#### D. PURPOSES OF PROCESSING | LEGAL BASIS OF PROCESSING | LEGITIMATE INTEREST

neXenio will only process your personal data if such processing is permissible under applicable laws.

The following table describes, for what purposes and on what specific legal basis neXenio processes your personal data and – where the processing is based on Art. 6 (1) f) of the EU General Data Protection Regulation (GDPR) – gives details about neXenio’s legitimate interests for such processing:

Purpose of Processing	Legal Basis	Legitimate Interests
Specific purposes chosen by you	Art. 6 (1) a) GDPR	n/a
Providing marketing information and communication regarding services of neXenio, including newsletters	Art. 6 (1) a) GDPR	n/a
Conducting market research	Art. 6 (1) a) GDPR	n/a
Preparing, organizing and holding corporate events and follow-up communication	Art. 6 (1) a) GDPR	n/a
Fulfilling neXenio’s obligations under contracts entered between you and neXenio (including any contract regarding the neXenio Services), performing such contracts and taking necessary steps requested by you before entering into such contract	Art. 6 (1) b) GDPR	n/a

Purpose of Processing	Legal Basis	Legitimate Interests
Complying with a statutory duty or an order of a competent court or public authority	Art. 6 (1) c) GDPR	n/a
Providing the possibility to be contacted for any reason and to be able to respond to enquiries and feedback	Art. 6 (1) a) GDPR Art. 6 (1) b) GDPR Art. 6 (1) f) GDPR	To ensure neXenio's availability for any requests
Providing the neXenio Website and the neXenio Services for the public and for registered users	Art. 6 (1) b) GDPR Art. 6 (1) f) GDPR	To inform about and carry out the business activities of neXenio
Enabling and maintaining the functionality of the neXenio Sites and the neXenio Services	Art. 6 (1) b) GDPR Art. 6 (1) f) GDPR	To inform about and carry out the business activities of neXenio
Ensuring the usability of the neXenio Sites and the neXenio Services	Art. 6 (1) b) GDPR Art. 6 (1) f) GDPR	To ensure, that the neXenio Sites and the neXenio Services can be used in a suitable manner
Continuous optimization of the neXenio Sites and the neXenio Services	Art. 6 (1) b) GDPR Art. 6 (1) f) GDPR	To ensure, that the neXenio Sites and the neXenio Services remain innovative, up to date and can be used in a suitable manner
Analyzing and monitoring the use of the neXenio Sites and the neXenio Services	Art. 6 (1) b) GDPR Art. 6 (1) f) GDPR	To understand and meter how the neXenio Sites and the neXenio Services are used in order to recognize any faults and disruptions, to enhance their functionality and to improve user experience
Ensuring the overall system security, health and stability of the neXenio Sites and the neXenio Services	Art. 6 (1) b) GDPR Art. 6 (1) c) GDPR Art. 6 (1) f) GDPR	To provide the neXenio Sites and the neXenio Services free from errors and defects and to ensure their security
Preventing unauthorized or unlawful use of and access to the neXenio Sites and the neXenio Services	Art. 6 (1) c) GDPR Art. 6 (1) f) GDPR	To protect your data and your interests, to ensure the security of the neXenio Sites and neXenio Services and to protect neXenio's business activities, business interests, intellectual property and other rights of neXenio
Safeguarding and defending neXenio's vital interests and exercising any rights and asserting any claims neXenio may have	Art. 6 (1) f) GDPR	To protect neXenio's business activities, business interests, intellectual property and other rights of neXenio and to safeguard any legal options available to neXenio

The respective legal basis mentioned in the above table is further described as follows:

- **Art. 6 (1) a) GDPR:** You have given your consent to the processing of your personal data by neXenio.
- **Art. 6 (1) b) GDPR:** The processing by neXenio is necessary for the performance of a contract to which you are a party or in order to take steps at your request prior to entering into such contract.
- **Art. 6 (1) c) GDPR:** The processing is necessary for neXenio to comply with its legal obligations.

- **Art. 6 (1) f) GDPR:** The processing is necessary to pursue neXenio's legitimate interests, except where your interests or fundamental rights and freedoms override such legitimate interests of neXenio.

## E. USE OF COOKIES

neXenio uses cookie technology on the neXenio Sites. When you access and use the neXenio Sites, a cookie may be placed within the memory of your internet access device. A cookie is a small piece of data containing alphanumeric information that a neXenio Site can store via your internet access device for later retrieval. neXenio uses such cookies to provide you with a personalized and improved user experience.

The neXenio Sites use both transient cookies and persistent cookies.

- **Transient cookies:** Transient cookies are automatically deleted upon closing of your browser. Such transient cookies also include, in particular, session cookies. Session cookies contain a session identifier, allowing different requests from your browser to be assigned to your particular browsing session and will allow your internet access device to be recognized upon your return to the neXenio Sites.
- **Persistent cookies:** Persistent cookies will be automatically deleted after a specified period of time, which may vary depending on the type of cookie placed. neXenio may use persistent cookies to help neXenio to track use of the neXenio Sites, such as the number and frequency of visits to the neXenio Sites and which parts of the neXenio Sites are visited.

Many browsers accept cookies per default. However, your browser settings can be configured in order to prevent the storage of cookies. You may also delete cookies placed by the neXenio Sites at any time within your browser settings. Deactivating the storage of or deleting cookies may limit the functionality of the neXenio Sites.

## F. RECIPIENTS OF PERSONAL DATA | THIRD-PARTY SERVICES

neXenio will not sell, license, rent or trade your personal data. neXenio will not otherwise disclose your personal data except as described within this Privacy Policy.

To facilitate the purposes for processing of your personal data (as described in Section D of this Privacy Policy), neXenio may disclose your personal data with the following third parties in connection with services that these third parties perform for, or with, neXenio, always provided that these third parties are restricted from using such personal data in any way other than to provide services for neXenio:

- email service providers,
- processing facility providers,
- infrastructure providers,
- data platform providers,
- data storage providers,
- billing solution providers,
- communication and messaging solution providers,
- marketing automation technology providers, and
- data analytics providers.

neXenio uses Google Analytics on the neXenio Sites, a web analytics service provided by Google, LLC. Google Analytics also uses cookies (see Section E of this Privacy Policy). The information generated by the cookie about the use of the neXenio Sites is usually transmitted to a Google server in the USA and stored there. As "IP anonymization" is activated for the neXenio Sites, any collected IP address will be truncated by Google within Member States of the European Union or within Member States of the Agreement on the European Economic Area before being transmitted to a Google server in the US, and only in exceptional cases will the full IP address be transmitted to a Google server in the US and be truncated there (please note that Google has joined the EU-US Privacy Shield). Google will use this information on neXenio's behalf to analyze the use of the neXenio Sites, to compile reports on website activity and to provide services to neXenio related to the use of the neXenio Sites. According to Google's terms, the IP address transmitted by a browser in the context of Google Analytics will not be merged with other data of Google. Your browser settings can be configured in order to prevent the storage of cookies. Deactivating the storage of cookies may limit the functionality of the neXenio Sites. Transmission of the data generated by the cookie and relating to the usage of the neXenio Sites (incl. your IP address) to Google as well as the processing of these data by Google can be prevented by downloading and installing the browser plug-in available here: <http://tools.google.com/dlpage/gaoptout>. Information on the data use and retention practices of Google and its affiliates and subsidiaries can be found within Google's Privacy Policy currently located at [www.google.com/privacy.html](http://www.google.com/privacy.html).

neXenio uses Google AdWords Conversion, a service of Google, LLC., to draw attention to neXenio's activities via advertising on external websites. neXenio can measure the success of individual advertising measures to make the neXenio Sites and neXenio Services more interesting. If you access the neXenio Sites via clicking on an advertisement placed by Google, Google AdWords stores a cookie with a unique identifier in your internet access device, which contains information about the frequency of views of neXenio's advertisements, their last view and any opt-out information. This cookie does not allow your tracking through sites that are not operated by neXenio. neXenio does not receive any further data and cannot identify you on the basis of the cookie's information. neXenio has no influence on the extent and use of the data collected by Google via Google AdWords. According to Google, Google also receives the information that you have clicked on a neXenio advertising and about which part of the neXenio Sites you have accessed therefrom. If you are logged in to a Google service with a user profile, Google may also assign the visit to the neXenio Sites to your user profile. Even if you are not logged in to Google, Google may still store your IP address. Your browser settings can be configured in order to prevent the storage of cookies. Deactivating the storage of cookies may limit the functionality of the neXenio Sites. You may also opt-out this tracking process by opting out of interest-based advertising from Google at <https://www.youradchoices.com/>. Information on the data use and retention practices of Google and its affiliates and subsidiaries can be found within Google's Privacy Policy currently located at [www.google.com/privacy.html](http://www.google.com/privacy.html). Google has submitted to the EU-US Privacy Shield.

neXenio may also disclose your personal data to third parties, if required by law, such as in legal proceedings or response to a government request.

## **G. RETENTION TIME**

Your personal data collected by neXenio is stored for the time necessary for the purposes for which such data has been collected (as outlined in Section D of this Privacy Policy) and/or

as long as neXenio has a legitimate interest to store such data. neXenio also stores your personal data as long as required by law or pursuant to a court order or an order of a public authority. If necessary, neXenio furthermore stores your personal data until the expiry of applicable limitation periods in order to be able to assert existing legal claims.

## **H. DATA SUBJECT RIGHTS**

You have the following rights under the GDPR with regards to the processing of your personal data:

- The right to obtain confirmation as to whether or not your personal data is being processed and, where that is the case, access to such personal data and certain relevant information. Such information includes, inter alia, the purposes of processing, the categories of personal data concerned, and the recipients or categories of recipients to whom the personal data is been or will be disclosed (Art. 15 GDPR). Please note that the rights and freedoms of other individuals may restrict your right of access.
- The right to obtain the rectification and completion of your personal data, where such data is inaccurate or incomplete (Art. 16 GDPR).
- The right to obtain the erasure of your personal data without undue delay under certain circumstances (“right to be forgotten”) (Art. 17 GDPR).
- The right to obtain the restriction of processing of your personal data under certain circumstances (Art. 18 GDPR).
- The right to receive your personal data in a structured, commonly used and machine-readable format and the right to transmit such data to another controller without hindrance from neXenio (Art. 20 GDPR).
- The right to object to the processing of your personal data in certain circumstances, where the processing is based on legitimate interests of neXenio pursuant to Art. 6 (1) f) GDPR or such personal data is processed for direct marketing purposes (Art. 21 GDPR).
- The right to lodge a complaint with a competent supervisory authority.
- The right to withdraw, at any time, any consent you had previously provided to neXenio regarding neXenio’s processing of your personal data. Such withdrawal will not affect the lawfulness of the processing prior to your withdrawal.

To exercise the above rights, please contact neXenio’s Data Protection Officer (see Section A of this Privacy Policy).

## **I. DATA SECURITY**

neXenio has established a privacy program designed to help protect your personal data. neXenio maintains reasonable administrative and technical safeguards intended to protect against the loss, misuse, unauthorized access, alteration, or disclosure of your personal data. All data is securely stored and can only be accessed by entitled employees of neXenio on a “need to know basis”.

## **J. VERSION**

This is the current version of neXenio’s Privacy Policy. neXenio may revise this Privacy Policy from time to time. Changes to this Privacy Policy will be made by updating this page and will

be communicated to you, if required. Please check back regularly to see any updates made to this Privacy Policy.