## Privacy policy for suppliers, business partners and other business contacts



We, bmp greengas GmbH (hereinafter: bmp), take the protection of your personal data very seriously. On the following pages, we would like to inform you about how we process personal data of our suppliers, business contacts and other business contacts and what rights you have in connection with your personal data.

- Please pass on to affected employees-

#### 1 What are personal data?

Personal data is all information that relates to an identified or identifiable natural person. This can be –for example– your name, your address or your telephone number.

#### 2 What is data processing?

The term data processing includes the collection, recording, organization, sorting, storage, adaptation or modification, reading, querying, use, disclosure through transmission, dissemination or any other form of provision, the interaction or linking, restriction, deletion and destruction of data. The legal regulations for the processing of personal data result in particular from the EU General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG).

#### 3 What does this privacy policy apply to?

We process personal data in different situations. For example, you may be affected by data processing when you have a contractual relationship with us or when you "surf" our website. This privacy policy applies to data processing carried out in your capacity as a supplier, business contact and other business contacts of bmp as well as for its products and services. However, data processing within the scope of products and services as such, for which there is separate privacy policies, is not covered by this privacy policy.

#### 4 Who is responsible for processing your personal data?

The responsible data controller is:

bmp greengas GmbH Ganghoferstr. 68a 80339 Munich, Germany Tel: +49 (0)89 30 90 587-0

Tel.: +49 (0)89 30 90 587-0 Fax: +49 (0)89 30 90 587 – 888 E-Mail: <u>info@bmp-greengas.de</u>

#### 5 How can you contact the data protection officer?

You can contact our data protection officer via mail: <a href="mailto:datenschutz@bmp-greengas.de">datenschutz@bmp-greengas.de</a>.

#### 6 Which categories of personal data are processed?

We process the personal data we have received from you or from your company/employer. This includes name, contact data (e.g. address, email address, telephone number), contract and supplier change data (e.g. meter number), bank/billing data, consumption data and other personal data that you provide to us as part of our business relationship, such as enquiries to our customer service or messages in online portals. In addition, we also process data that we have permissibly obtained from other sources.

## 7 For what purposes are your data processed and what is the legal basis for the processing?

We only process your data if the processing is permitted by law, or we have received your consent to process the data.

#### 7.1 (Possible) Establishment of the contractual relationship

We process your personal data for the purposes of concluding, fulfilling, and implementing a business relationship existing with your company/employer. Further purposes of data processing may result from the respective contractual relationship. In this case, you can find the details in the contractual documents. The legal basis for this processing is Art. 6 (1) lit. b GDPR.

#### 7.2 Consent

Data processing also takes place if and to the extent that you have consented to data processing in accordance with Art. 6 (1) lit. a GDPR. The purposes for which data processing is carried out in this context result from the respective consent.

#### 7.3 Processing of your data due to legal requirements

We are subject to various legal obligations, such as the Money Laundering Act, tax laws, commercial law requirements and energy law regulations. The purposes of the processing include fulfilment of control and reporting obligations under tax law, sanctions list checks, fraud and money laundering prevention, energy industry market communication processes, and concession management. The legal basis for this processing is Art. 6 (1) lit. c GDPR.

#### 7.4 Processing of your data on the basis of legitimate interest

In addition to processing your data for the purpose of initiating a contract, we also process your data based on our legitimate interest or the interest of a third party (Art. 6 (1) lit. f GDPR), unless your interests merit protection. This includes the following processing purposes and interests:

#### Direct marketing

We process your data for direct marketing purposes in order to contact you if and to the extent that we are permitted to do so based on a legal basis or your consent. If you do not wish processing for direct marketing purposes, you can object to this at any time.

#### · Credit assessments

Carrying out a credit check in connection with the conclusion of contracts.

#### · Market or opinion research

In addition to processing your data for direct marketing purposes, we also use your data for market or opinion research purposes in order to find out what interests and demands exist with regard to future products and services.

 Trade fair and event invitations as well as event and participant management

We process your data for the purpose of inviting you to and organising events and trade fairs.

· Improving our service and quality control

Your data will also be used by us to improve our services and make them more efficient, including listening to or recording phone calls for quality control and training purposes. In this way we can offer you better services in the future. We also measure the quality of our services with the help of your data.

· Business management measures

Your data will also be used, where necessary, for business management purposes, including managing business risks and obtaining and maintaining certifications.

 Exercise of our house rights, visitor management and access controls

Your data will also be processed for the exercise of our house rights and for the documentation of visits and access to our premises.

· Legal Claims and Disputes

If it becomes necessary, we also process your data to assert our legal claims, as well as for our defence in legal disputes.

We process your data for the above-mentioned purposes only in pseudonymised form, if possible, in the individual case. This means that you can no longer be directly identified within the scope of the respective processing by us.

Status: June 2023 Classification: Public 1

# Privacy policy for suppliers, business partners and other business contacts



## 8 To which categories of recipients will your data be transmitted?

We treat your data confidentially. Within bmp, only those departments and employees who need this to fulfil the abovementioned purposes have access to your data. A transfer to third parties only takes place if this is necessary for the aforementioned purposes and permitted by law or if you have given your prior consent. If there is a legal obligation, it will be transmitted to public bodies, for example law enforcement authorities, tax authorities and municipalities. In addition, it is transmitted to legal guardians and persons for whom a power of attorney exists. We also work with service providers who support us. We only transmit your personal data to our service providers and cooperation partners if there is a legal basis for this. These are service providers in the following areas:

- · Analysis specialists
- · File and data carrier disposal
- Authorities
- · Consultancy companies
- Legal guardians and persons for whom a power of attorney exists
- · IT service providers
- · Marketing service providers
- Transport companies, overnight accommodation and catering businesses
- · Balancing group management
- Commercial agents
- Printing service providers
- · Credit institutions and payment service providers
- Collection service providers and lawyers
- · Logistics and postal service providers
- · Metering point operators
- · Network operators

bmp is part of EnBW Group and works with other group companies. A transfer of personal data to other group companies and/or parent company also only takes place if there is a legal basis for this and this is necessary for one of the purposes mentioned above.

## 9 Are the data also transmitted to recipients in countries outside the European Economic Area? How is an adequate level of data protection ensured?

We also transfer your data to service providers located in third countries outside the EU or EEA. Compliance with an adequate level of data protection is ensured based on adequacy decisions pursuant to Art. 45 GDPR or by other appropriate safeguards pursuant to Art. 46 et seq. GDPR. Please note that in the event of data transfer to third countries, there may still be a fundamental risk that there is no adequate level of data protection in accordance with European law and that data subjects' rights may not be fully enforced. In the case of data transfers based on Art. 46 et seq. GDPR, you can request a copy of the relevant guarantees from us using the contact details above.

For data transfers by way of administrative access, access from another third country is also possible, as often the operability of the systems is ensured according to the follow-the-sun principle. However, your data will not be stored in other countries. In these cases, data access also only takes place if we have ensured compliance with an adequate level of data protection.

#### 10 How long will your data be stored?

We process and store your personal data as long as it is necessary for the aforementioned purposes and/or for statutory retention requirements. If the purpose for which the data was collected has been fulfilled, the data is regularly deleted, unless further processing for a limited period is necessary or you have given us your consent that justifies longer storage.

#### 11 What are your rights?

You have the following rights in relation to the processing of your personal data:

- You have the right to information about the personal data processed about you (Art. 15 GDPR). Please note the restrictions of Section 34 of the German Federal Data Protection Act (BDSG).
- You have the right to correct inaccurate personal data (Art. 16 GDPR).
- You have the right to have personal data deleted (Art. 17 GDPR). Please note the restrictions of Art. 35 BDSG.
- You have the right to restriction of processing (Art. 18 GDPR)
- You have the right to data portability (Art. 20 GDPR)

### **RIGHT TO OBJECT (ART. 21 GDPR)**

You can object to the use of personal data for direct marketing purposes at any time. You can also object to the use of personal data based on Art. 6 (1) lit. e or f GDPR for reasons arising from your particular situation at any time with effect for the future without incurring any costs other than the transmission costs the basic tariffs arise.

You can send us your objection at any time without formalities. For the best possible processing, please use the following contact details:

bmp greengas GmbH DATA PROTECTION - RIGHT TO OBJECT Ganghoferstr. 68a 80339 Munich, Germany

E-mail: datenschutz@bmp-greengas.de

#### 12 Can you revoke your consent?

If we process your data based on your consent, you have the right to withdraw your consent at any time. Your data will then no longer be processed for the purposes covered by the consent. Please note that the legality of the data processing, which took place before the revocation, is not affected by the revocation. You can send your revocation to the contact details given above.

### 13 Do you have the right to lodge a complaint with a supervisory authority?

If you are of the opinion that the processing of your personal data by us violates applicable law, you can contact a competent data protection supervisory authority with a complaint at any time. The supervisory authority responsible for us is:

Bayerisches Landesamt für Datenschutzaufsicht Promenade 18 91522 Ansbach, Germany

### 14 Are you obliged to provide personal data or is the provision necessary for the conclusion of a contract?

In the preliminary stage to a possible contract conclusion, we collect data that is necessary to check the feasibility of the product or service under the conditions that exist with you. If you do not provide the necessary data, we cannot offer you a contract.

## 15 Is there an automated decision-making process based on your data? If so, how is this carried out and what are the consequences for you?

No, there is no automated decision-making in individual cases..

## 16 Can the data protection regulations change? Where can I find the current status?

Since our data processing is subject to changes, we will also adjust our privacy policies from time to time. We will inform you of any changes to the processing purposes. We also publish changes to our privacy policy at <a href="https://www.bmp-greengas.com/privacy-policy/">https://www.bmp-greengas.com/privacy-policy/</a>. There you will find the most current version. You are also welcome to contact us if you would like a printed copy of our privacy policy by post.

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