

Privacy policy for suppliers

As a company, the protection of your personal data is very important to us.

With this privacy policy, we inform you, our suppliers, in accordance with the General Data Protection Regulation (GDPR), about the processing of personal data by us and our affiliated companies, as well as about the rights of data subjects.

The legal basis for providing this information is set out in Articles 13, 14, and 21 of the GDPR. This privacy policy will be updated as necessary and published in an appropriate form that is accessible to data subjects.

1. The responsible party in terms of data protection law is

Van der Heijden Labortechnik GmbH
Tramsmeiers Berg 2
DE-32694 Dörentrup | GERMANY
Phone: +49 (0)5265 – 945 52-0
E-Mail: info@vdh-online.com
Web: <https://www.vdh-online.com>

2. Data Protection Officer

Van der Heijden Labortechnik GmbH
Katharina Halter
Tramsmeiers Berg 2
DE-32694 Dörentrup | GERMANY
Phone: +49 (0)5265 – 945 52-53
E-Mail: dsb@vdh-online.com

3. Processing purposes and legal basis

Your personal data is processed on the basis of the provisions of the General Data Protection Regulation (GDPR), the Federal Data Protection Act (BDSG) and any other relevant data protection regulations. The type, scope and purpose of data processing are determined by the existing or intended contractual relationship between you and us or the underlying application.

We process personal data of our suppliers, service providers, and their contact persons for the purpose of initiating, executing, and processing contractual relationships, including:

- Communication within the scope of the business relationship
- Management of supplier master data
- Processing orders, deliveries, and payments
- Quality management and audits
- Compliance with legal obligations (e.g., commercial and tax law retention requirements)
- Compliance and sanctions list checks, where required by law

Legal bases:

- Art. 6 para. 1 lit. b GDPR (performance of a contract or pre-contractual measures)
- Art. 6 para. 1 lit. c GDPR (legal obligation)
- Art. 6 para. 1 lit. f GDPR (legitimate interest, e.g., management of business contacts)

4. Categories of personal data

We process the following categories of personal data in particular:

- Master data (name, position, department, business contact details)
- Contract and billing data
- Communication data (email correspondence, telephone notes, etc.)
- Bank details (for sole proprietors)
- Proof of compliance or reliability, if applicable

5. Recipients of the data

Within our company, only those departments that need personal data to fulfill the above-mentioned purposes (e.g., purchasing, accounting, quality management, compliance) have access to it.

External recipients can be:

- IT service providers and hosting providers
- Banks and payment service providers
- Tax advisors, auditors, lawyers
- Authorities within the scope of legal obligations

Data will only be passed on to other third parties if there is a legal basis for doing so or if the data subject has given their consent.

5. Data transfer to third countries

As we operate internationally, personal data may be transferred to recipients outside the European Union (EU) or the European Economic Area (EEA), in particular to group companies in the USA, Great Britain, or Asia.

In such cases, we ensure that appropriate safeguards are in place in accordance with Art. 44 ff. GDPR, e.g. through: Angemessenheitsbeschluss der EU-Kommission oder

- Conclusion of EU standard contractual clauses

Copies of the appropriate guarantees can be provided upon request.

6. Storage period

Personal data will be stored for as long as necessary to fulfill the above-mentioned purposes. After termination of the business relationship, data will be deleted unless there are legal retention obligations (e.g., under the German Commercial Code or Fiscal Code) that prevent this.

7. Rights of affected persons

Affected persons have the right to:

- Information about the personal data processed (Art. 15 GDPR)
- Correction of inaccurate data (Art. 16 GDPR)
- Deletion (Art. 17 GDPR)
- Restriction of processing (Art. 18 GDPR)
- Data portability (Art. 20 GDPR)
- Objection to processing (Art. 21 GDPR)

8. Your right to lodge a complaint with the competent supervisory authority

In accordance with Art. 77 GDPR, you have the right to lodge a complaint with a data protection supervisory authority if you believe that the processing of your personal data violates data protection regulations. The supervisory authority responsible for us is:

**State Commissioner for Data Protection and
Freedom of Information North Rhine-Westphalia**

Kavalleriestraße 2–4

DE-40213 Düsseldorf

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Phone: +49 (0)211 38424-0

E-Mail: poststelle@ldi.nrw.de

However, we recommend that you first contact our data protection officer directly in the event of a complaint. In many cases, concerns can be resolved quickly and easily in this way.

9. Obligation to provide data

The provision of personal data is necessary for the conclusion and execution of the supplier contract. Without this data, cooperation is generally not possible.

10. Automated decision-making

There is no automated decision-making or profiling within the meaning of Article 22 GDPR.

11. Changes to this privacy policy

We reserve the right to amend this privacy policy as necessary, particularly in the event of changes to legal requirements or our internal data processing procedures.

We will inform you of any significant changes in a timely and appropriate manner.

Dörentrup, November 11, 2025