



## Data Protection Declaration

### We take protecting your data seriously

We hereby declare that RVT Process Equipment GmbH has taken technical and organisational measures that ensure that legal data protection regulations are observed by us and by any service providers we work together with.

### Personal data

Personal data is information about your identity. This includes your name, your address and telephone number, and your email address. You don't have to divulge personal information in order to be able to use our internet site. But in some cases we need your name and address, and further information so that we can provide you with the services you require.

The same applies when we want to give you information material or supply you with goods you have ordered, or when we need to answer your questions. We will always tell you when this is necessary.

If you use one of our services, we usually only take the data that is necessary to provide you with the service you require. Whenever we process personal data, we do it to provide you with the service you required or to fulfil our legitimate commercial interests.

### Using your personal data

As a rule, we only use the personal data you have provided us with to answer your queries, process your orders, or to provide you with access to specific information or offers.

### Using your personal information for specific purposes

The personal information you provided us with will only be used for the specific purpose requested by you. We will not give your details to third parties.

Personal data is only shared with public authorities and government institutions when this is stipulated by law, or when we are forced to do so by a court of law. Our staff and any service providers we work with are bound to confidentiality and to observing the regulations of the Federal German Data Protection laws.

### Automatically collected non-personal data

When you visit our website, we store certain information for administration and technical reasons. These are: the name of the site visited, the browser and operation system used, the date and time of access, the search engine used, the name of the IP provider and the name of the downloaded files.

This data remains anonymous and it is used solely for statistical purposes and to improve our website and online services. This anonymous data is stored separately from personal data on secure systems and allows no inference on individual persons. This means that your personal details are protected at all times.

### Cookies

If you visit our website, we might store information on your computer in the form of cookies. Cookies are small files that are sent from an internet server to your browser and stored on your computer's hard drive. Only the internet protocol address is stored in this process, and no personal data is involved. The information stored on cookies means you will be automatically recognised next time you use our website, so you will find our site easier to navigate. For example, cookies enable us to adapt our website to your interests or to store your password, so you don't have to enter it again.

You can, of course, visit our website without using cookies. If you don't want us to recognise your computer next time you visit us, you can prevent cookies from being stored simply by setting your browser to "do not accept cookies." Find out how to do this in your browser's operating instructions. If you do choose not to accept cookies, you may have difficulty in accessing certain parts of our site.

### Safety

We have put technical and administrative safety measures in place in order to protect your personal data against loss, destruction, manipulation and unauthorised access. All our employees and service providers are bound by the Federal Data Protection regulations.

Whenever we collect and process personal data, this information is coded before it is transferred. This means that your data cannot be misused by unauthorised third parties. Our safety measures are subject to an ongoing optimisation process. Our data protection regulations are constantly updated. Please make sure you read the current version.

### Changes to our data protection regulations

We reserve the right to alter our data safety and protection regulations if and when this becomes necessary as a result of new technology. In these cases, we will alter the data protection advice. Please make sure that you always use the current version of the data protection regulations.

### Links

Links from our website to other websites are not covered by this data protection declaration. We do our best to ensure that any links on our site meet up to our standards. However, we have no control over the content of these sites and cannot guarantee that they comply with our data protection standards. We therefore advise you to check the data protection declarations on the sites you visit.

### Right to information

Please contact us at any time if you want to know what kind of personal data we have stored about you. To receive this information, please write to RVT Process Equipment GmbH, Paul-Rauschert-Straße 6, DE 96349 Steinwiesen or send an email to [e.hofstetter@rvtpe.de](mailto:e.hofstetter@rvtpe.de). The same is valid for any objections, questions, suggestions or complaints.

Steinwiesen, 23.02.2011