Welcome to our app!

We place great importance on protecting your data and would like to transparently inform you about how we process your personal data in accordance with the General Data Protection Regulation (GDPR). By using our app, you agree to the processing of your data as outlined in our Privacy Policy. If you have any questions regarding data protection, please do not hesitate to contact us at any time—we are happy to assist you.

1. Description and Scope of Data Processing

In addition to our proven products, we also provide a mobile application (app) that you can download onto your mobile device. Below, we inform you about the personal data collected during the use of our mobile app.

Our service (hereinafter referred to as "App") is provided by Sauter GmbH, Untere Mühlenwiesen 14, 79793 Wutöschingen, Baden-Württemberg, Germany, as the data controller in accordance with applicable data protection laws.

As the protection of your personal data is very important to us, we would like to inform you through the following details about which data we collect, how we handle this data, and on what legal basis the processing is based.

Our various apps are designed to help you significantly optimize your work processes and save valuable time. The relevant information is provided below.

2. Categories of Personal Data Processed

Certain information is automatically processed as soon as you use the app. The specific personal data that is processed is outlined below:

2.1 Information Collected During Download

When downloading the app via our website, certain information is processed. This includes, but is not limited to, your name, phone number, email address, device ID, date and time of download, password, IP address, customer number associated with your account, the time of download, and the individual device identifier. We collect and process this data solely to the extent necessary to download and install the mobile app on your device.

The processing of this data is exclusively carried out by our website: Sauter GmbH, Untere Mühlenwiesen 14, 79793 Wutöschingen.

2.2 Automatically Collected Information

As part of the use of our various apps, we automatically collect certain data that is necessary for the usage:

| <u>s-track</u> | <u>s-edoc</u> | <u>s-lab+</u> |
|---|---|---|
| IP Address IMEI (for older devices), otherwise unique device number Date, Time Version, Language Log files GPS location Signature Firebase Crashlytics is activated immediately after download: Sends device information to Crashlytics | If the user already has a customer account and is simply logging in, only the device name is collected, along with the date, time, IP address, and version. During account creation/registration, email and password are also collected. Firebase Crashlytics is activated immediately after download: - Sends device information to Crashlytics. | If the user already has a customer account and is simply logging in, only the device name, date, time, IP address, and version are collected. During account creation/registration, email and password are also collected. Firebase Crashlytics is activated immediately after download: - Sends device information to Crashlytics. |

s-sign s-scale+ s-companion - IP Address - IP Address If the user already has a customer account - IMEI (for older devices), otherwise unique - IMEI (for older devices), otherwise and is simply logging in, only the device name, date, time, IP address, and version device number Unique device number - Date, Time - Date, Time are collected. - Version, Language - Version, Language During account creation/registration, email - Log files - Loafiles and password are also collected. - Signature - GPS location Firebase Crashlytics is activated - Signatur immediately after download: Firebase Crashlytics is activated immediately Firebase Crashlytics is activated - Sends device information to Crashlytics. after download: immediately after download: - Sends device information to Crashlytics Sends device information to Crashlytics

In addition to the previously mentioned data, session cookies are stored on your device when you use our mobile app. These cookies contain a so-called session ID, which allows us to associate multiple requests from your mobile app. This enables us to recognize your mobile device when you use our app again.

2.3 Creation of a User Account (Registration) and Login

When you create a user account or log in, we require certain information from you, such as your email address and your name. This information is necessary to grant you access to your user account and to manage it ("Mandatory Information"). Mandatory information is marked with an asterisk during registration and is required to complete the user agreement. If you do not provide this data, it will not be possible to create a user account.

We use the mandatory information to authenticate you during login and, if necessary, to reset your password. The data you provide during registration or login will be processed and used to verify your authorization to manage your user account. Additionally, we enforce the app's terms of use along with all related rights and obligations. We may also contact you to send technical or legal notices, updates, security alerts, or other important messages related to the management of your user account.

2.4 Use of the App

Within the scope of the app, you may input, manage, and edit various information, tasks, and activities. This particularly includes data collected through the app as well as the times you record. A unique identifier will be assigned to you, which is negotiated during the initial registration. The collected data will be transmitted exclusively to our servers for the purpose of functioning as a time tracking system.

2.4.1 Data Security / Security Measures / SSL Encryption

SSL (Secure Socket Layer) is used to encrypt data during transmission. The data cannot be altered, and the sender cannot be identified. You can recognize the presence of SSL encryption by the "https" prefix in the website address displayed in your browser.

To ensure you have access to the data, we utilize an OAuth server (authorization server) that manages the authentication and authorization of requests for access to protected resources.

2.4.2 Corrections

In order to use the app on your device, the app must be able to access various functions and data on your mobile device. This requires you to grant certain permissions in accordance with your consent under Article 6(1)(a) of the GDPR. The app requires the following notifications:

- Internet Access: This is necessary to store your inputs on our servers.

2.4.3 Push Notifications

Currently, we do not send push notifications to our customers. If we decide to send push notifications in the future, these will be analyzed for statistical purposes. This allows us to understand whether and when our notifications are displayed and clicked. Such insights help us identify which messages are of interest to you and which topics are central to our app. Consequently, we can tailor future messages more effectively to your interests and continue to deliver engaging and important push notifications.

The assignment of a push token or device ID to a specific individual occurs only if we are legally obliged to do so—for example, to defend against claims, when such data is required as evidence, or for the potential investigation of legal violations.

3. Legal Basis for Data Processing

The processing and use of usage data are carried out to provide the service. This data processing is justified by the fact that it is necessary for the performance of the contract between you, as the data subject, and us, in accordance with Art. 6(1)(b) GDPR, for the use of the app. Additionally, we have a legitimate interest in ensuring the functionality and error-free operation of the app, as well as offering a service that aligns with market and user interests. In this context, your rights and interests regarding the protection of your personal data, as outlined in Art. 6(1)(f) GDPR, outweigh our interests. The processing of session cookies is legitimized under Art. 6(1)(f) GDPR.

The legal basis for the permissions granted is your prior explicit consent, in accordance with Art. 6(1)(a) GDPR and § 25(1) TTDSG, insofar as it involves storing or accessing information on end devices within the meaning of the TTDSG (Telecommunications, Telemedia, and Data Protection Act).

4. Purpose of Data Processing

When using the mobile app, we collect the personal data described above, which are technically necessary for us to:

- Provide you with the service and related features,
- Ensure stability and security,
- Improve the app's functionalities and performance features, as well as prevent and address misuse and malfunctions.

5. Recipients or Categories of Recipients of Personal Data

The data recipients are our own server infrastructure located at our headquarters (Sauter GmbH, 79793 Wutöschingen) and our hosting service provider (Telekom Deutschland GmbH, 53227 Bonn). No personal data is shared with third parties or other recipients. Additionally, there are no plans to transfer the data to a third country or an international organization.

6. Duration of Storage and Criteria for Determining the Storage Period

We delete or anonymize your personal data as soon as it is no longer necessary for the purposes for which we originally collected or used it. By default, we retain your data during your use of our services or the contractual relationship within the app, and additionally for a further 24 months to maintain backup copies. This retention period applies as long as the data is not required for criminal investigations or to safeguard, assert, or enforce legal claims.

Session cookies are automatically deleted when you log out or close the app. Your data is stored as long as your subscription to our push notifications remains active.

Specific provisions in this privacy policy or legal requirements regarding the retention and deletion of personal data, particularly those we are obliged to retain for tax purposes, remain unaffected.

Once the specified purpose has been fulfilled, the data is promptly deleted. Data stored in log files will be deleted no later than seven days after collection. Additionally, personal data stored in log files is anonymized.

7. Revocation of Data Protection Consent

If you have explicitly given us separate consent for data processing, you may withdraw your voluntarily granted consent at any time for the future in accordance with Article 7(3) of the GDPR, without providing any reason. The revocation of your consent does not affect or impair the lawfulness of the processing carried out prior to your withdrawal based on your consent.

8. Right to Object and Right to Erasure

You have the right to object to the processing of your data at any time. In such cases, you may restrict the use of your data or delete your user account.

You can deactivate access permissions at any time in the settings of your device.

If you have any questions or comments regarding the practical use and operation of the app or if you require support, please contact: <u>datenschutz@sauter-gmbh.de</u>

9. Additional Information on Data Protection

If you require further information regarding data protection, please refer to our Privacy Policy available in the footer of our website. Alternatively, you may contact our Data Protection Officer directly.

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