

INFORMATION ABOUT THE DATA REGULATION ACCORDING TO GDPR

1. Name and contact details of the controller and the law firm data protection officer

This privacy policy applies to data processings by:

Person responsible: FREISE Rechtsanwaltsgesellschaft mbH, director Mrs. Claudia Freise, Kurfürstendamm 67, D-10707 Berlin, Germany, email: info@freise-rechtsanwaelte.de, phone: +49 (0)30 – 89 58 00 00, fax: +49 (0)30 – 89 58 00 019

2. Collection and storage of personal data as well as nature and purpose and their use

If you mandate us, we collect the following information:

- salutation, first name, last name,
- a valid email address,
- address,
- telephone number (landline and/or mobile),
- information necessary to assert and defend your rights under the mandate.

The collection of these data takes place

- in order to identify you as our client,
- in order to provide you with appropriate legal advice and representation,
- for correspondence with you,
- for invoicing,
- for the settlement of any existing liability claims and the assertion of any claims against you.

The data processing is based on your request and is in accordance with Sect. 6 Para. 1 P. 1 lit. b) GDPR for the stated purposes for the appropriate processing of the mandate and for the mutual fulfillment of obligations under the mandate contract.

The personal data collected by us for the purposes of the mandate will be stored until the expiration of the statutory retention obligation for lawyers (6 years after the end of the calendar year in which the mandate was terminated) and then deleted, unless we are – according to Sect. 6 Para. 1 P. 1 lit. c) GDPR – obliged to retain for a longer period of time due to tax and commercial requirements for storage and documentation (HGB, StGB or AO) or you are obliged to make a further storage in accordance with Art. 6 para. 1 sentence 1 lit. a) GDPR have consented. The lawyer's secret remains untouched. As far as data are concerned, which are subject to the lawyer's secret, a passing on to third parties takes place only in agreement with you.

3. Transfer of data to third parties

A transfer of your personal data to third parties for purposes other than those listed below does not take place.

As far as this is required by Art. 6 para. 1 sentence 1 lit. b) DSGVO for the settlement of client relationships with you, your personal data will be passed on to third parties. This includes in particular the transfer to opponents of the case and their representatives (in particular their lawyers) as well as courts and other public authorities for the purpose of correspondence as well as the assertion and defense of their rights. The transferred data may only be used by the third party for the stated purposes.

The lawyer's secret remains untouched. As far as data are concerned, which are subject to the lawyer's secret, a passing on to third parties takes place only in agreement with you.

4. Rights of the persons affected

You have the right:

- in accordance with Sect. 7 (3) GDPR, to revoke your once given consent to us at any time. As a result, we are no longer allowed to continue the data processing based on that consent for the future;
- to request information about your personal data processed by us pursuant to Sect. 15 GDPR. In particular, you can ask us to provide information on the processing purposes, the category of personal data, the categories of recipients to whom your data has been or will be disclosed, the planned retention period, the right to rectification, deletion, limitation of processing or opposition, the existence of a right to complain, the source of your data, if not collected from us, and the existence of automated decision-making including profiling and, where appropriate, meaningful information about their details;
- in accordance with Sect. 16 GDPR, to immediately demand the correction of incorrect or completed personal data stored by us according to Sect. 17 GDPR;
- to request the deletion of your personal data stored with us, unless the processing for the exercise of the right to freedom of expression and information, to fulfil a legal obligation, for reasons of public interest or for assertion, exercise or defence of legal claims is required;
- to demand the restriction of the processing of your personal data according to Sect. 18 GDPR, as far as the accuracy of the data is disputed by you, the processing is unlawful, but you reject its deletion and we no longer need the data, but you require them to assert, exercise or defend legal claims or have objected to processing in accordance with Sect. 21 GDPR;
- in accordance with Sect. 20 GDPR, to receive your personal data provided to us in a structured, standard and machine-readable format, or to request that it be forwarded to another person in charge, and
- to complain to a supervisory authority in accordance with Sect. 77 GDPR. As a rule, you can contact the supervisory authority of your usual place of residence or workplace or our office.

5. Right of objection

If your personal data are based on legitimate interests in accordance with Sect. 6 Para. 1 P. 1 lit. f) GDPR are processed, you have the right to file an objection against the processing of your personal data in accordance with Sect. 21 GDPR, provided that there are reasons for this arising from your particular situation.

If you would like to exercise your right of objection, please send an email to info@freise-rechtsanwaelte.de.

[January 1, 2021]

CLIENT INFORMATION ACCORDING TO SECT. 2 PARA 1 DL-InfoV

FREISE Rechtsanwaltsgesellschaft mbH
Director: Mrs. Claudia Freise
Kurfürstendamm 67, D-10707 Berlin
Phone: (030) 89 58 00 00, fax: (030) 89 58 00 019

Email: info@freise-rechtsanwaelte.de
Homepage: www.freise-rechtsanwaelte.de

Job title: attorney at law
State awards: Germany

Competent authority/chamber affiliation:

Bar Association Berlin
Littenstraße 9, 10179 Berlin
phone: (030) 306931-0
info@rak-berlin.org

Professional regulations:

Federal Lawyers Act (BRAO)
Professional Code (BORA)
Attorneys Regulation of Profession (FAO)
Lawyers' Compensation Act (RVG)
Professional regulations applicable to the lawyers of the European Union (CCBE)
<http://www.brak.de/seiten/06.php#tdg>

Cost of service:

The costs of claiming are generally governed by the Lawyers' Compensation Act (RVG), unless a compensation agreement is concluded.

Professional Liability Insurance:

Liberty Mutual Insurance Europe SE
Direktion für Deutschland
Im Mediapark 8
50670 Köln
Tel. +49 (0) 221 5005 2201
Fax +49 (0) 221 5005 2299
info@libertyglobalgroup.com

Spatial scope of the insurance contract:

Throughout the EU territory and the countries of the Agreement on the European Economic Area.

Out-of-court settlement:

In the case of disputes between lawyers and their clients, the possibility of out-of-court settlement can be obtained from the Regional Bar Association Berlin or from the conciliation office of the Bar Association at the *Federal Law Society*, on the internet via the homepage of the *Federal Law Society* (www.brak.de), Email: schlichtungsstelle@brak.de

Lawyers are prohibited from exercising conflicting interests due to professional regulations, Sect. 43a Para. 4 BRAO. Before accepting a mandate, it is therefore always checked whether there is a conflict of interest.

[January 1, 2021]