### **Data Controller**

Data Controller in terms of the LeanIX software is, if you are not an employee of LeanIX, the respective customer of LeanIX you are working with.

If you have difficulties in finding out who is Data Controller and, respectively, its Data Protection Officer, please refer to <a href="mailto:dataprivacy@leanix.net">dataprivacy@leanix.net</a>.

If you are not working with any customer of LeanIX, the Data Controller is:

LeanIX GmbH, Baunscheidtstr. 17, 53113 Bonn, Germany Contact email: support@leanix.net

Data Protection Officer of LeanIX is Andreas Schmidt, c/o postal address above (refer to Data Protection Officer, personally)

#### Types of Data collected and processing purposes

Among the types of Personal Data that this Application collects, by itself or through third parties, there are:

#### Personal master data:

name, surname, profile picture (optional), user role in the software, subscriptions of objects, email address

Purpose: user management, functions in the software such as subscriptions of objects

#### Communication data Type:

email, user activity in the software, browser identification, IP address

Purpose: user management, functions in the software such as notifications, error analysis, quality assurance of the operation and the faultlessness of the software, user support and information about news, individual user training

### Methods of processing:

The Data Controller takes appropriate security measures to prevent unauthorized access, disclosure, modification, or unauthorized destruction of the Data.

The Data processing is carried out using computers and/or IT enabled tools, following organizational procedures and modes strictly related to the purposes indicated. In addition to the Data Controller, the Data may be accessible to certain types of external parties (such as third-party technical service providers, hosting providers or IT companies) appointed, if necessary, as Data Processors by the Data Controller. The updated list of these parties may be requested from the Data Controller at any time.

### Legal basis of processing:

Legal basis is the respective contract between the Data Subject and the Controller (Art. 6 (1)(c) GDPR).

Unless LeanIX is the Data Controller, the data processing occurs in order to fulfil the SaaS contract between the Data Controller and LeanIX

### Place

The Data is processed at the Data Controller's operating offices and in any other places where the parties involved in the processing are located.

### Retention time

Personal Data shall be processed and stored for as long as required by the purpose they have been collected for. Once the retention period expires, Personal Data shall be deleted. Therefore, the right to access, the right to erasure, the right to rectification and the right to data portability cannot be enforced after expiration of the retention period.

In due course, Personal Data will be deleted 30 days upon lapse of the contract between Controller and LeanIX at the latest.

# The Rights of Users

### Object to processing of their Data.

Users have the right to object to the processing of their Data if the processing is carried out on a legal basis other than consent. Further details are provided in the dedicated section below.

### Access their Data.

Users have the right to learn if Data is being processed by the Data Controller, obtain disclosure regarding certain aspects of the processing and obtain a copy of the Data undergoing processing.

### Verify and seek rectification.

Users have the right to verify the accuracy of their Data and ask for it to be updated or corrected.

### Restrict the processing of their Data.

Users have the right, under certain circumstances, to restrict the processing of their Data. In this case, the Data Controller will not process their Data for any purpose other than storing it.

## Have their Personal Data deleted or otherwise removed.

Users have the right, under certain circumstances, to obtain the erasure of their Data from the Data Controller.

# Receive their Data and have it transferred to another controller.

Users have the right to receive their Data in a structured, commonly used and machinereadable format and, if technically feasible, to have it transmitted to another controller without any hindrance.

### Lodge a complaint.

Users have the right to bring a claim before their competent data protection authority.

### How to exercise these rights

Any requests to exercise User rights can be directed to the Data Controller through the contact details provided in this document. These requests can be exercised free of charge and will be addressed by the Data Controller as early as possible and always within one month.

#### Additional information about Data collection and processing

### Legal action

The User's Personal Data may be used for legal purposes by the Data Controller in Court or in the stages leading to possible legal action arising from improper use of this Application or the related Services.

The User declares to be aware that the Data Controller may be required to reveal personal data upon request of public authorities.

### **Additional Information**

More details concerning the collection or processing of Personal Data may be requested at any time. Please see the contact information at the beginning of this document.

### Changes to this privacy policy

The Data Controller reserves the right to make changes to this privacy policy at any time by giving notice to its Users on this page and possibly within this Application and/or - as far as technically and legally feasible - sending a notice to Users via any contact information available to the Data Controller. It is strongly recommended to check this page often, referring to the date of the last modification listed at the bottom.