

The German Media Monitoring Agency GmbH takes confidentiality of your personal data very seriously. For this reason, we only utilize data collected from visitors to our web site according to data privacy laws. Please note the following information regarding how we conform to data protection laws in processing any data collected from this site.

## 1. Collecting and processing data from visitors to our home page

When accessing our home page, our server automatically saves the standard data your browser sends whenever you visit any web site. This serves internal systematic and statistical purposes. We log the following data: Data and time of query, name of queried file and the amount of data transmitted, success of query, web browser, browser language, and requesting domain. In addition, we also log the IP address. We only register personal data that is voluntarily given, e.g., when you register or make an inquiry on our site.

## 2. Use of personal data

We only use a web site visitor's voluntarily disclosed personal data (in an order, for example) for the purpose of fulfilling contractual obligation toward web site visitors who have signed an order, and responding to a visitor's inquiries or technical support requests.

## 3. Dissemination of personal data

The German Media Monitoring Agency GmbH only releases personal data to a third party under the following strict conditions: only as required for completion of a contract; particularly when forwarding this data to subsidiaries, associated enterprises, or other entrusted business partners may be necessary for these purposes. In addition, data may be released to a third party to complete an invoice or for asserting a claim; otherwise, only when specific permission has been granted, whereby exclusive consent with future bearing can be withdrawn at any time.

## 4. Removal of personal data

We remove private data immediately after it has served intended purposes for logging.

## 5. Right to know

Upon written request, we will gladly disclose any information we have stored in respect to your person. We appreciate your understanding that we may only disclose said information upon written request.

## 6. Revision to this privacy protection statement

Please bear in mind that the German Media Monitoring Agency GmbH will occasionally revise this data privacy protection statement to keep up with current data privacy standards. However, any such revisions are minimal, and your privacy rights hereto by no means compromised. Nonetheless, we will publish any changes made to this statement. If any changes to this provision are significant, you will be notified by e-mail or be informed directly on our home page. You may also find previous versions of our data privacy protection statement in our archive.

## 7. Advisory

We make our best effort using technical and organizational mechanisms to ensure that personal data released on our site is protected from unauthorized use. However, we cannot guarantee the same for e-mail communication. For this reason, we recommend that you communicate confidential information in writing and through the post.

