

# Privacy Policy

## 1. An overview of data protection

General information

The following information will provide you with an easy to navigate overview of what will happen with your

personal data when you visit this website. The term “personal data” comprises all data that can be used to

personally identify you. For detailed information about the subject matter of data protection, please consult

our Data Protection Declaration, which we have included beneath this copy.

Data recording on this website

Who is the responsible party for the recording of data on this website (i.e., the “controller”)?

The data on this website is processed by the operator of the website, whose contact information is available

under section “Information about the responsible party (referred to as the “controller” in the GDPR)” in this

Privacy Policy.

How do we record your data?

We collect your data as a result of your sharing of your data with us. This may, for instance be information

you enter into our contact form.

Other data shall be recorded by our IT systems automatically or after you consent to its recording during

your website visit. This data comprises primarily technical information (e.g., web browser, operating system,

or time the site was accessed). This information is recorded automatically when you access this website.

What are the purposes we use your data for?

A portion of the information is generated to guarantee the error free provision of the website. Other data

may be used to analyze your user patterns.

What rights do you have as far as your information is concerned?

You have the right to receive information about the source, recipients, and purposes of your archived personal data at any time without having to pay a fee for such disclosures. You also have the right to demand

that your data are rectified or eradicated. If you have consented to data processing, you have the option to

revoke this consent at any time, which shall affect all future data processing. Moreover, you have the right to

demand that the processing of your data be restricted under certain circumstances. Furthermore, you have

the right to log a complaint with the competent supervising agency.

Please do not hesitate to contact us at any time if you have questions about this or any other data protection

related issues.

Analysis tools and tools provided by third parties

There is a possibility that your browsing patterns will be statistically analyzed when you visit this website.

Such analyses are performed primarily with what we refer to as analysis programs.

For detailed information about these analysis programs please consult our Data Protection Declaration

below.

## **2. Hosting**

Strato

We are hosting our website with Strato. The provider is Strato AG, Pascalstraße 10, 10587 Berlin (hereinafter referred to as "Strato"). When you visit our website, Strato records various logfiles, including

your IP addresses.

For more information, please consult the Strato Data Privacy Policy:

<https://www.strato.de/datenschutz/>.

Strato is used on the basis of Art. 6(1)(f) GDPR. We have a legitimate interest in a depiction of our website

that is as reliable as possible. If your respective consent was obtained, processing will occur exclusively

based on Art. 6(1)(a) GDPR. This consent may be revoked at any time.

Data processing

We have concluded a data processing agreement (DPA) with the above-mentioned provider. This is a contract mandated by data privacy laws that guarantees that they process personal data of our website

visitors only based on our instructions and in compliance with the GDPR.

### **3. General information and mandatory information**

#### Data protection

The operators of this website and its pages take the protection of your personal data very seriously. Hence,

we handle your personal data as confidential information and in compliance with the statutory data protection regulations and this Data Protection Declaration.

Whenever you use this website, a variety of personal information will be collected. Personal data comprises

data that can be used to personally identify you. This Data Protection Declaration explains which data we

collect as well as the purposes we use this data for. It also explains how, and for which purpose the information is collected.

We herewith advise you that the transmission of data via the Internet (i.e., through e-mail communications)

may be prone to security gaps. It is not possible to completely protect data against third-party access.

Information about the responsible party (referred to as the “controller” in the GDPR)

The data processing controller on this website is:

AFOS Stiftung für Unternehmerische Entwicklungszusammenarbeit

Georgstraße 18

50676 Köln

Phone: +49 (0)221 93113891

E-mail: [info@afos-stiftung.de](mailto:info@afos-stiftung.de)

The controller is the natural person or legal entity that single-handedly or jointly with others makes decisions as to the purposes of and resources for the processing of personal data (e.g., names, e-mail addresses, etc.).

#### Storage duration

Unless a more specific storage period has been specified in this privacy policy, your personal data will remain

with us until the purpose for which it was collected no longer applies. If you assert a justified request for

deletion or revoke your consent to data processing, your data will be deleted, unless we have other legally

permissible reasons for storing your personal data (e.g., tax or commercial law retention periods); in the

latter case, the deletion will take place after these reasons cease to apply.

Information on data transfer to the USA and other non-EU countries

Among other things, we use tools of companies domiciled in the United States or other from a data protection perspective non-secure non-EU countries. If these tools are active, your personal data may

potentially be transferred to these non-EU countries and may be processed there. We must point out that in

these countries, a data protection level that is comparable to that in the EU cannot be guaranteed. For

instance, U.S. enterprises are under a mandate to release personal data to the security agencies and you as

the data subject do not have any litigation options to defend yourself in court. Hence, it cannot be ruled out

that U.S. agencies (e.g., the Secret Service) may process, analyze, and permanently archive your personal

data for surveillance purposes. We have no control over these processing activities.

Revocation of your consent to the processing of data

A wide range of data processing transactions are possible only subject to your express consent. You can also

revoke at any time any consent you have already given us. This shall be without prejudice to the lawfulness

of any data collection that occurred prior to your revocation.

Right to object to the collection of data in special cases; right to object to direct advertising (Art. 21 GDPR)

IN THE EVENT THAT DATA ARE PROCESSED ON THE BASIS OF ART. 6(1)(E) OR (F) GDPR, YOU HAVE THE RIGHT TO AT ANY TIME OBJECT TO THE PROCESSING OF YOUR PERSONAL DATA BASED ON GROUNDS ARISING FROM YOUR UNIQUE SITUATION. THIS ALSO APPLIES TO ANY PROFILING BASED ON THESE PROVISIONS. TO DETERMINE THE LEGAL BASIS, ON WHICH ANY PROCESSING OF DATA IS BASED, PLEASE CONSULT THIS DATA PROTECTION DECLARATION. IF YOU LOG AN OBJECTION, WE WILL NO LONGER PROCESS YOUR AFFECTED PERSONAL DATA, UNLESS WE ARE IN A POSITION TO PRESENT COMPELLING PROTECTION WORTHY GROUNDS FOR THE PROCESSING OF YOUR DATA, THAT OUTWEIGH YOUR INTERESTS, RIGHTS AND FREEDOMS OR IF THE PURPOSE OF THE PROCESSING IS THE CLAIMING, EXERCISING OR DEFENCE OF LEGAL ENTITLEMENTS (OBJECTION PURSUANT TO ART. 21(1) GDPR).

IF YOUR PERSONAL DATA IS BEING PROCESSED IN ORDER TO ENGAGE IN DIRECT ADVERTISING,

YOU HAVE THE RIGHT TO OBJECT TO THE PROCESSING OF YOUR AFFECTED PERSONAL DATA FOR THE PURPOSES OF SUCH ADVERTISING AT ANY TIME. THIS ALSO APPLIES TO PROFILING TO THE EXTENT THAT IT IS AFFILIATED WITH SUCH DIRECT ADVERTISING. IF YOU OBJECT, YOUR PERSONAL DATA WILL SUBSEQUENTLY NO LONGER BE USED FOR DIRECT ADVERTISING PURPOSES (OBJECTION PURSUANT TO ART. 21(2) GDPR).

Right to log a complaint with the competent supervisory agency

In the event of violations of the GDPR, data subjects are entitled to log a complaint with a supervisory

agency, in particular in the member state where they usually maintain their domicile, place of work or at the

place where the alleged violation occurred. The right to log a complaint is in effect regardless of any other

administrative or court proceedings available as legal recourses.

Right to data portability

You have the right to demand that we hand over any data we automatically process on the basis of your

consent or in order to fulfil a contract be handed over to you or a third party in a commonly used, machine

readable format. If you should demand the direct transfer of the data to another controller, this will be done

only if it is technically feasible.

SSL and/or TLS encryption

For security reasons and to protect the transmission of confidential content, such as purchase orders or

inquiries you submit to us as the website operator, this website uses either an SSL or a TLS encryption

program. You can recognize an encrypted connection by checking whether the address line of the browser

switches from "http://" to "https://" and also by the appearance of the lock icon in the browser line.

If the SSL or TLS encryption is activated, data you transmit to us cannot be read by third parties.

Information about, rectification and eradication of data

Within the scope of the applicable statutory provisions, you have the right to at any time demand

information about your archived personal data, their source and recipients as well as the purpose of the

processing of your data. You may also have a right to have your data rectified or eradicated. If you have

questions about this subject matter or any other questions about personal data, please do not hesitate to

contact us at any time.

**Right to demand processing restrictions**

You have the right to demand the imposition of restrictions as far as the processing of your personal data is

concerned. To do so, you may contact us at any time. The right to demand restriction of processing applies in

the following cases:

In the event that you should dispute the correctness of your data archived by us, we will usually need some time to verify this claim. During the time that this investigation is ongoing, you have the right to demand that we restrict the processing of your personal data.

If the processing of your personal data was/is conducted in an unlawful manner, you have the option to

demand the restriction of the processing of your data in lieu of demanding the eradication of this data.

If we do not need your personal data any longer and you need it to exercise, defend or claim legal entitlements, you have the right to demand the restriction of the processing of your personal data instead of its eradication.

If you have raised an objection pursuant to Art. 21(1) GDPR, your rights and our rights will have to be weighed against each other. As long as it has not been determined whose interests prevail, you have the

right to demand a restriction of the processing of your personal data.

If you have restricted the processing of your personal data, these data – with the exception of their archiving

– may be processed only subject to your consent or to claim, exercise or defend legal entitlements or to

protect the rights of other natural persons or legal entities or for important public interest reasons cited by

the European Union or a member state of the EU.

#### **4. Recording of data on this website**

Consent with Cookiebot

Our website uses consent technology from Cookiebot to obtain your consent to the storage of certain

cookies on your end device or for the use of certain technologies and to document this in a data protection compliant manner. The provider of this technology is Cybot A/S, Havnegade 39, 1058 Copenhagen,

Denmark (hereinafter "Cookiebot").

When you enter our website, a connection is established with the Cookiebot servers to obtain your consent

and provide you with other explanations regarding the use of cookies. Cookiebot will then store a cookie in

your browser to identify the consent you have given or its revocation. The data collected in this way is stored

until you request us to delete it, delete the Cookiebot cookie itself or the purpose for which the data is

stored no longer applies. Mandatory legal storage obligations remain unaffected.

Cookiebot is used to obtain the legally required consent for the use of cookies. The legal basis for this is Art.

6(1)(c) GDPR.

Contact form

If you submit inquiries to us via our contact form, the information provided in the contact form as well as any

contact information provided therein will be stored by us in order to handle your inquiry and in the event

that we have further questions. We will not share this information without your consent.

The processing of these data is based on Art. 6(1)(b) GDPR, if your request is related to the execution of a

contract or if it is necessary to carry out pre-contractual measures. In all other cases the processing is based

on our legitimate interest in the effective processing of the requests addressed to us (Art. 6(1)(f) GDPR) or

on your agreement (Art. 6(1)(a) GDPR) if this has been requested.

The information you have entered into the contact form shall remain with us until you ask us to eradicate the

data, revoke your consent to the archiving of data or if the purpose for which the information is being

archived no longer exists (e.g., after we have concluded our response to your inquiry). This shall be without

prejudice to any mandatory legal provisions, in particular retention periods.

Request by e-mail, telephone, or fax

If you contact us by e-mail, telephone or fax, your request, including all resulting personal data (name, request) will be stored and processed by us for the purpose of processing your request. We do not pass these data on without your consent.

These data are processed on the basis of Art. 6(1)(b) GDPR if your inquiry is related to the fulfillment of a contract or is required for the performance of pre-contractual measures. In all other cases, the data are processed on the basis of our legitimate interest in the effective handling of inquiries submitted to us (Art. 6(1)(f) GDPR) or on the basis of your consent (Art. 6(1)(a) GDPR) if it has been obtained.

The data sent by you to us via contact requests remain with us until you request us to delete, revoke your consent to the storage or the purpose for the data storage lapses (e.g. after completion of your request).

Mandatory statutory provisions - in particular statutory retention periods - remain unaffected.

## **5. Analysis tools and advertising**

### Google Analytics

This website uses functions of the web analysis service Google Analytics. The provider of this service is

Google Ireland Limited ("Google"), Gordon House, Barrow Street, Dublin 4, Ireland.

Google Analytics enables the website operator to analyze the behavior patterns of website visitors. To that

end, the website operator receives a variety of user data, such as pages accessed, time spent on the page, the

utilized operating system and the user's origin. Google may consolidate these data in a profile that is allocated to the respective user or the user's device.

Furthermore, Google Analytics allows us to record your mouse and scroll movements and clicks, among

other things. Google Analytics uses various modeling approaches to augment the collected data sets and

uses machine learning technologies in data analysis.

Google Analytics uses technologies that make the recognition of the user for the purpose of analyzing the

user behavior patterns (e.g., cookies or device fingerprinting). The website use information recorded by



Google is, as a rule transferred to a Google server in the United States, where it is stored.

This analysis tool is used on the basis of Art. 6(1)(f) GDPR. The operator of this website has a legitimate

interest in the analysis of user patterns to optimize both, the services offered online and the operator's

advertising activities. If a corresponding agreement has been requested (e.g., an agreement to the storage of

cookies), the processing takes place exclusively on the basis of Art. 6(1)(a) GDPR; the agreement can be

revoked at any time.

Data transmission to the US is based on the Standard Contractual Clauses (SCC) of the European Commission. Details can be found here:

<https://privacy.google.com/businesses/controllerterms/mccs/>.

IP anonymization

On this website, we have activated the IP anonymization function. As a result, your IP address will be abbreviated by Google within the member states of the European Union or in other states that have ratified

the Convention on the European Economic Area prior to its transmission to the United States. The full IP

address will be transmitted to one of Google's servers in the United States and abbreviated there only in

exceptional cases. On behalf of the operator of this website, Google shall use this information to analyze

your use of this website to generate reports on website activities and to render other services to the operator of this website that are related to the use of the website and the Internet. The IP address transmitted in conjunction with Google Analytics from your browser shall not be merged with other data in

Google's possession.

Browser plug-in

You can prevent the recording and processing of your data by Google by downloading and installing the

browser plugin available under the following link:

<https://tools.google.com/dlpage/gaoptout?hl=en>.

For more information about the handling of user data by Google Analytics, please consult Google's Data

<https://support.google.com/analytics/answer/6004245?hl=en>.

## Contract data processing

We have executed a contract data processing agreement with Google and are implementing the stringent

provisions of the German data protection agencies to the fullest when using Google Analytics.

## Archiving period

Data on the user or incident level stored by Google linked to cookies, user IDs or advertising IDs (e.g., DoubleClick cookies, Android advertising ID) will be anonymized or deleted after 14 months. For details,

please click the following link:

<https://support.google.com/analytics/answer/7667196?hl=en>

## **6. Plug-ins and Tools**

### Google Web Fonts (local embedding)

This website uses so-called Web Fonts provided by Google to ensure the uniform use of fonts on this site.

These Google fonts are locally installed so that a connection to Google's servers will not be established in

conjunction with this application.

For more information on Google Web Fonts, please follow this link:

<https://developers.google.com/fonts/faq> and consult Google's Data Privacy Declaration under:

<https://policies.google.com/privacy?hl=en>.

### Font Awesome (local embedding)

This website uses Font Awesome to ensure the uniform use of fonts on this site. Font Awesome is locally

installed so that a connection to Fonticons, Inc.'s servers will not be established in conjunction with this

application.

For more information on Font Awesome, please and consult the Data Privacy Declaration for Font Awesome

under:

<https://fontawesome.com/privacy>.

### Google Maps

This website uses the mapping service Google Maps. The provider is Google Ireland Limited ("Google"),

Gordon House, Barrow Street, Dublin 4, Ireland.

To enable the use of the Google Maps features, your IP address must be stored. As a rule, this information is

transferred to one of Google's servers in the United States, where it is archived. The operator of this website

has no control over the data transfer. In case Google Maps has been activated, Google has the option to use

Google web fonts for the purpose of the uniform depiction of fonts. When you access Google Maps, your

browser will load the required web fonts into your browser cache, to correctly display text and fonts.

We use Google Maps to present our online content in an appealing manner and to make the locations

disclosed on our website easy to find. This constitutes a legitimate interest as defined in Art. 6(1)(f) GDPR. If

a respective declaration of consent has been obtained, the data shall be processed exclusively on the basis of

Art. 6(1)(a) GDPR. This declaration of consent may be revoked at any time.

Data transmission to the US is based on the Standard Contractual Clauses (SCC) of the European Commission. Details can be found here:

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<https://privacy.google.com/businesses/gdprcontrollerterms/> and

<https://privacy.google.com/businesses/gdprcontrollerterms/sccs/>.

For more information on the handling of user data, please review Google's Data Privacy Declaration under:

<https://policies.google.com/privacy?hl=en>.