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The protection of your personal data is of particular concern to us. We therefore process your data exclusively because of the statutory provisions and inform you in this data protection declaration about our practices for the protection of your personal rights.

## What is the scope?

In accordance with the Basic Data Protection Ordinance this data protection declaration shall describe the type, scope and purpose of the collection and use of your personal data by DJE Investment S.A. (DJE).

DJE is responsible for the processing of personal data and implemented numerous technical and organizational measures to ensure the most complete possible protection of the processed personal data.

Especially internet-based data transmissions can have security gaps thus absolute protection cannot be guaranteed. Therefore every person concerned is free to transmit personal data to us by alternative means such as by phone

## Which terminology is used?

In accordance with the legal provisions the following terms are used in our data protection declaration:

- Personal data is any information relating to an identified or identifiable natural person (hereinafter "data subject").
- Data subject means any identified or identifiable natural person whose personal data are processed by the controller.
- Processing means any operation or set of operations which is carried out with or without the aid of automated processes and which relates to personal data, such as collection, recording, organisation, sorting, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or association, qualification, erasure or destruction.
- The controller is the natural or legal person, public authority, agency or other body which alone or jointly with others determines the purposes and means of the processing of personal data (in this case SLG).
- Processor is a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller.
- Consent is any voluntary, informed and unequivocal expression of the data subject's will in a particular case, in the form of a statement or other unequivocal affirmative act, by which the data subject indicates his or her consent to the processing of personal data concerning him or her.

## What personal data is collected?

As part of our business activities we collect, use and process the following personal data:

- name
- first name
- sex
- title
- company
- contact details (email, phone number)
- position
- SLG Seminar and Event Participation
- usage data SLG SystemGuide

## How is personal data used?

- We use personal data to contact our customers and interested parties in the course of initiating business.
- We process and transmit personal data within the framework of our business relationships with customers and suppliers.
- We process all information required for the organization and execution of our own events and seminars.

## How do we keep personal data up to date and for how long?

We use various contact options (for example, telephone) to ensure that your personal information is accurate, complete and up-to-date. We retain personal information as long as necessary to fulfill the purposes described in this Privacy Policy, unless a longer storage period is required or permitted by law.

## When do we pass on data to third parties?

From time to time we may share certain personal information with strategic partners (service providers or other third parties) who work with us to provide our services and products or to comply with legal requirements. For example, DJE Kapital AG is our sales company and thus the most important processor of personal data. You will find the data protection declaration of DJE Kapital AG at [https://dje.de/DE\\_de/privacy](https://dje.de/DE_de/privacy). We oblige any third party provider to protect your personal data.

## How do we deal with enquiries?

If you contact us through the contact options offered, your details will be stored for six months so that they can be used to process and respond to your enquiry. These data will not be passed on to third parties without your consent.

## What rights do you have?

As a user, you will be provided with information free of charge about the personal data stored regarding you at your request. If your request does not conflict with a legal obligation to store data (e.g. data retention) you have the right to correct incorrect data and to block or delete your personal data. If you believe that the processing of your data violates the data protection law or your data protection legal claims have otherwise been violated in any way, you can complain to the supervisory authority. For DJE this is the data protection authority in Luxembourg (CNPD) <https://cnpd.public.lu/de/particuliers.html>.

## How to get in touch with us?

The data protection officer is the contact person for all matters relating to data protection and is obliged to maintain special confidentiality.

contact:  
Helmut Haag data protection officer  
2, rue Gabriel Lippmann  
L-5365 Munsbach  
Telefon: +352 26443231  
E-Mail: [mail@data-protection.lu](mailto:mail@data-protection.lu)

Our contact details:  
DJE Investment S.A.  
4 Rue Thomas Edison  
L-1445 Luxembourg-Strassen  
Telefon: +352 26925220  
Fax: +352 26925252  
E-Mail: [info@dje.lu](mailto:info@dje.lu)

The data protection information of DJE Kapital AG will be found as follows: [https://www.dje.de/DE\\_de/privacy](https://www.dje.de/DE_de/privacy)