

PRIVACY POLICY

In this document you can find information about which personal data we collect, for what purposes we do so and how we process them:

What are personal data?

Personal data are subject to data protection law. "Personal data" means any information relating to an identified or identifiable natural person, such as their name, contact information or the IP address used by them. The protection of personal data is regulated in particular by the General Data Protection Regulation (GDPR) and the Austrian Data Protection Act (DSG).

For what purposes do we process data?

We process personal data within the framework of our client relationships, as well as data of our suppliers or other business partners and of job applicants. We receive most of these data from themselves, for instance when they send us an e-mail. If we collect data ourselves, it usually originates from publicly accessible registers (for example telephone book, commercial register, land register, trademark register or patent register) or other public sources of information, in particular websites.

We process the data of our clients and suppliers / business partners

- to fulfil our pre-contractual and contractual obligations (Art. 6 para. 1 lit. b GDPR),
- to fulfil legal and professional obligations (Art. 6 para. 1 lit. c GDPR), e.g. for reports to the Austrian Bar Association within the framework of a trusteeship, or
- to protect the legitimate interests pursued by you, us or third parties (Art. 6 para. 1 lit. f GDPR), for example to provide information on important legal developments or to avoid other legal risks.

If possible, we seek the explicit consent to the processing of data, in particular the disclosure to third parties (Art. 6 para. 1 lit. a GDPR). The processing of client relationships is not possible if you object to the processing of personal data.

How long do we save data?

In any case we must store data for the duration of a client relationship and thereafter in order to fulfil other legal obligations. At the end of the tenth calendar year after termination of a mandate, we generally destroy our files and permanently delete any relating data stored electronically. After this period of time we can no longer provide you with copies of certificates or documents. If we are to store data for a longer period of time, we require an explicit written order.

Do we pass on data to third parties?

As Austrian attorneys we are obliged to treat all information strictly confidential. We will therefore only pass on data to third parties if this is necessary or if we are obliged to do so under legal or professional law. From case to case we have to pass on data to the following persons:

- A1 Telekom Austria AG (Austria): Website hosting, telecommunications services
- Telefon & Telekommunikation Handel Ges.m.b.H. (Austria): telecommunications services, maintenance and support of the telephone system
- Daniel Noszian (Österreich): IT-Support, Website-maintenance
- ACP Business Solutions GmbH (Austria): file management, as well as training and support for such purposes
- WebTMS Ltd. (UK): administration of IP-Rechten
- Ring Treuhand- und RevisionsgesmbH (Austria): tax consulting, accounting, payroll accounting

- Vienna Bar Association (Austria): compliance with legal and professional obligations, in particular for the handling of trusts or compliance obligations
- Other lawyers, patent attorneys, notaries, tax consultants, management consultants or court experts in Austria or abroad within the framework of client relationships, in particular as legal representatives of (procedural) opponents.
- Courts and public authorities in Austria and abroad within the framework of client relationships (in particular Austrian Patent Office and foreign national patent offices, WIPO, EUIPO, Austrian and EU courts).

Can I revoke my declaration of consent?

You can instruct us to stop processing your data at any time using the contact data below. Even if you have agreed to the processing of data in the past you can revoke such consent at any time (Art. 21 GDPR). Please note that a revocation may affect existing client relationships.

What other rights do I have with regard to my data?

At any time, you have the right

- to request information as to which of your data we process (Art. 15 GDPR),
- to request the rectification or erasure of your data (Art. 16 and Art. 17 GDPR),
- to restrict the processing of your data (Art. 18 GDPR),
- to request the transmission of your data (Art. 20 GDPR).
- to file a complaint with a supervisory authority, in particular the Austrian data protection authority (www.dsb.gv.at) or the data protection authority at your place of residence.

Who is the data controller?

Controller is Salomonowitz | Horak attorneys-at-law. You can contact us as follows:

Salomonowitz | Horak attorneys-at-law
 Tuchlauben 18/9
 A-1010 Vienna
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