



CAS Public Directory of Procedures



Copyright

The information contained herein may be altered without prior notice. The names and data used in the examples are fictitious, except where otherwise stated. No part of this document may be reproduced or transmitted for any purposes whatsoever without the express written consent of CAS Software AG, irrespective of the manner or the means, electronic or mechanical, by which this occurs.

© 2011 CAS Software AG. All rights reserved.

CAS-Weg 1 - 5, 76131 Karlsruhe, Germany, www.cas.de/English

All trademarks are the property of their respective owners.

Disclaimer

No guarantee can be made for the accuracy of the content. Notification of errors would be appreciated.

November 2011



Contents

1 CAS Software AG Public Directory of Procedures	4
---	----------



1 CAS Software AG Public Directory of Procedures

Pursuant to Article 4g of the German Federal Data Protection Act (*Bundesdatenschutzgesetz*), the Data Protection Officer is required, upon request, to make available the data specified under Article 4e of the German Federal Data Protection Act to any party in an appropriate manner. We are hereby complying with this undertaking.

1. Name of the entity responsible

CAS Software AG

2. Owners, directors, managerial staff or other appointees by law or in accordance with the company statutes

Martin Hubschneider (Chairman of the Board of Directors), Ludwig Neer
Dr. Dr. Jörg Maurer (Chairman of the Supervisory Board)

Data Processing Manager

Andreas Haider

3. Address of the entity responsible:

CAS-Weg 1 - 5
76131 Karlsruhe

4. Purpose of collection, processing or use of data

CAS Software AG produces and supplies software-based solutions for customer management and information management (XRM). This includes marketing, consultation, implementation, integration and support of and for the said solutions.

The collection, processing and use of data is conducted in order to fulfill the purposes specified above.

5. Description of the groups of individuals affected and the respective data or data categories:

Personal data relating to the following groups of individuals is collected, processed and used, insofar as necessary for fulfilling the purposes specified under 4:

- ▶ Customer data / potential customer data (e.g. address data, contract data, quotation data)
- ▶ Personal data used for administration of employees, temps and external staff
- ▶ Data relating to business partners (e.g. address data, contract data)
- ▶ Data relating to suppliers (e.g. address data, contract data, functional data)
- ▶ Data relating to joint venture partners and distribution partners (e.g. address data, contract data)

Board of Directors
Martin Hubschneider (CEO)
Ludwig Neer (CTO)

Supervisory Board
Dr. Dr. Jörg Maurer (Chairman)
Prof. Dr. Peter Lockemann, Kurt Sibold

Mannheim District Court
Commercial Register No.: HRB 108751
VAT Registration No.: DE143593148



6. Recipients or categories of recipients to whom the data may be communicated

- ▶ Public authorities entitled to receive data under statutory provisions
- ▶ Internal bodies involved in performance of and compliance with the respective business processes
- ▶ Contractors as specified under Article 11 of the German Federal Data Protection Act
- ▶ External bodies, in as far as this is necessary for compliance with the purposes specified under 4.

7. Time limits for the deletion of data

Following expiry of the statutory data retention periods, the data in question is to be routinely handled as stipulated in the data processing guidelines, provided that the data in question is no longer required for contractual performance. Any data not affected by statutory retention obligations shall be handled as specified above as soon as the purposes stipulated under 4.) no longer apply.

8. Planned data transmission to third countries

There are currently no plans for transmission of data to third countries.

9. Data Protection Officer

Thomas Heimhalt (External Data Protection Officer) DATENSCHUTZ perfect GbR, Wilhelm-Kolb-Str. 1a, 76187 Karlsruhe e-mail: cas-datenschutz@cas.de