

Notice on Privacy Policy for Supplier Management

We appreciate your interest in participating in the supplier qualification and supplier management of Deutsche Bahn. We hereby inform you about how central procurement of Deutsche Bahn deals with personal data collected through the supplier qualification. General information on data processing and technical data protection can be found in our privacy policy at www.deutschebahn.com/en/privacy_policy-1207606.



Who is responsible for data collection and processing?

Deutsche Bahn AG, Procurement principles is the party responsible for collecting and processing your data.

Contact details:

Deutsche Bahn AG
IT-Systeme Beschaffung
Caroline-Michaelis-Str. 5-11
10115 Berlin
einkauf-online@deutschebahn.com

Contact details of our Data Protection Officer:

Deutsche Bahn AG
Konzerndatenschutzbeauftragte / Data Protection Officer
Potsdamer Platz 2
10785 Berlin
Konzerndatenschutz@deutschebahn.com



What kind of data do we collect, how and why do we process your data?

Within the framework of supplier management, we solely collect and process personal data that is required for the Supplier Management System. In addition to company-related details, we also require personal data in order to process your application for supplier qualification and, if necessary, to carry out the subsequent phases of supplier management (supplier assessment, supplier development). Personal data are notably: contact data for the purpose of communication and, depending on the necessity in individual commodity groups or function groups, also personal verification documents or Qualifications.



Deutsche Bahn AG
Sitz: Berlin
Registergericht:
Berlin-Charlottenburg
HRB: 50 000
USt-IdNr.: DE 811569869

Vorsitzender des
Aufsichtsrates:
Prof. Dr. Utz-Hellmuth Felcht

Vorstand:
Dr. Richard Lutz,
Vorsitzender

Berthold Huber
Prof. Dr. Sabina Jeschke
Ronald Pofalla
Martin Seiler

Unser Anspruch:



Profitabler Qualitätsführer
Top-Arbeitgeber
Umwelt-Vorreiter

Legal Basis for processing

For processing of personal data necessary for the initiation or execution of a contractual relationship, the legal basis is Article 6 paragraph (1) sentence 1 (b) GDPR. In the event that we approach you as a potential supplier, the legitimate interest according to Art. 6 paragraph (1) (f) is the legal basis.

Please note: Our application forms and questionnaires follow the principle of data minimization. This means that only as much personal data is collected and processed as absolutely required. If your qualification certificate requires that you provide individuals with certain personal qualifications, professional qualifications, authorizations, admissions or similar in accordance with the relevant standards or regulations or prove to the contracting party, this data is collected and processed by us. However, if possible, we will solicit ask for information and information from you in the qualification solely in a general format, that is, without reference to any specific or identifiable natural persons (such as employees of your company). Furthermore, we require the qualification certificate in our application forms, insofar as this is sufficient, expressly only in a pseudonymized form (for example: "Certificate MA 197"), i.e. not with recognizable plain name ("Certificate John Doe"). Pseudonymized means that the name of the person concerned and other identification verification, e.g. a number, will be replaced by placeholders. **We ask you to note these requirements in terms of data protection conscientiously and not to provide any personal information beyond our specific requirements or to submit personal documents.** As a precaution, we would like to point out that if you have to provide personal information about your employees, you, the employer, are required to inform your employees adequately that, and for what purpose, these details are transmitted to third parties.

For technical reasons, certain data must be collected and stored when visiting the website, such as the date and duration of the visit, the websites used, the recognition data of the type of browser and operating system used as well as the website whence you are visiting us (see also section "When are cookies used?").



Is data disclosed to third parties?

The information you provide to us as part of your application will be kept confidential at all times and will only be disclosed and processed within the central procurement department by the responsible employees for the purposes of supplier management. Information may also be required in context of a later supplier assessment by employees of the central procurement department (as a rule, however, this will be done without personal reference).

Finally, individual personal data is passed on occasionally to the responsible bodies at the respective group companies of the DB (to the clients) in the course of a subsequent award of the contract, in each case only in the appropriate individual case. Legal basis is the initiation or conducting a contractual relationship with you in accordance with Art. 6 paragraph (1) (b) GDPR. The same applies to applications and documents sent to us by mail (this is only permitted in justified exceptions) or by e-mail. For targeted and faster processing, these documents are scanned and stored in the Supplier Management System.

Service providers (such as data center operators) who process data on our behalf are carefully selected and strictly bound by contract. The service providers work according to



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our instructions. This is ensured by severe contractual arrangements, by technical and organizational measures, and by supplementary control.
Moreover, your data will only be transmitted if you have given us an express consent, or as a result of statutory provisions.
Transmission to third countries outside the EU / EEA or to an international organization will not take place unless there is a legal basis as well as adequate safeguards available. These include the EU standard contractual clauses and an adequacy decision by the EU Commission.



How long will your data be stored?

We only store your data for as long as they are required for the fulfillment of the respective collection purpose (Conduct supplier management) or if it is provided by law. The data will be archived after completion of the supplier management measures and subsequently deleted after expiry of a storage period no later than 6 years past completion of the qualification, evaluation and / or development.



What rights do users of the Supplier Management System have?

- You can request information on what data is stored about you.
- You can request rectification, deletion, and limitation of the processing (blocking) of your personal data as long as this is possible within the framework of an existing contractual relationship and it is legally permissible.
- You have the right to appeal to a supervisory authority. The supervisory authority responsible for Deutsche Bahn AG is: Berliner Beauftragte für Datenschutz und Informationsfreiheit, Friedrichstr.219, 10969 Berlin, E-Mail: mailbox@datenschutz-berlin.de
- You have the right to transfer your personally provided data on the basis of a consent or a contract (data portability).
- If you have given us consent for data processing, you can revoke it at any time in the same way that you have granted it. The revocation of the consent does not affect the legality of the processing due to the consent until the revocation.
- You may object to the processing of data for reasons of a particular situation, if the processing of data is based on our legitimate interest or the necessity of performing a public task.
- To exercise your rights, please send a letter via mail to
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Caroline-Michaelis-Str. 5-11
10115 Berlin
or contact us via E-Mail to: einkauf-online@deutschebahn.com



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When are Cookies used?

We use cookies for technical reasons and to improve usability. You may prohibit the use of cookies to improve the usability in your browser.



Updating the Privacy Policy

We adapt the privacy policy to changed functionalities or changed legal situations. Therefore, we recommend that you read the privacy policy at regular intervals. If your consent is required or parts of the privacy policy contain provisions of the contractual relationship with you, changes will only be made with your consent.

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