

## Public Record of Processing Activities of bremenports GmbH & Co. KG

Ensuring privacy and the protection of your personal rights is a matter of top priority at bremenports.

Pursuant to the EU General Data Protection Regulation (GDPR), the national German data protection and implementation laws, data protection officers are obliged to make information about the nature, scope and processing of personal data available in a suitable form to anyone on request. The data protection officer keeps a comprehensive and detailed record of the relevant information and further data material.

As an initial overview, the central elements are summed up below.

If you have any questions regarding your personal data, the processing and storage, don't hesitate to contact us. Your right to information pursuant to Sections 15, 16, 17, 20 and 21 GDPR is certainly guaranteed.

### 1. Name of the responsible body

bremenports GmbH & Co. KG, also on behalf of the Special Asset Ports and the Special Asset Fischereihafen in accordance with our agency agreement.

### 2. Managing Director

Mr Robert Howe

### 3. Address of the responsible body

bremenports GmbH & Co. KG, Am Strom 2, 27568 Bremerhaven, Germany

### 4. Purpose of data collection, processing and/or use

bremenports maintains close contact with the shipping and logistics business to ensure that [port development](#) in the Federal Land of Bremen is geared consistently to requirements. bremenports plans and implements [construction projects](#) to equip the world port on the River Weser for the future. The employees of bremenports operate, maintain and repair the complex facilities that make up our maritime infrastructure. Moreover, bremenports is increasingly marketing its nautical and environmental [expertise](#) in [Germany and abroad](#).

In addition to the collection, processing and use of data for the main purposes stated above, personal data are also collected, processed and used in the scope of secondary and supporting functions, such as personnel, supplier and service provider management, data for the settlement of port charges on behalf of the Special Assets, data for access control and CCTV surveillance and data for real estate management.

### 5. Description of the groups of persons, data and/or data categories

In performance of the tasks stated under the above 4., primarily the personal data and/or data categories stated below are collected, processed and used for the following groups:

- **Employee data**  
Primarily contract, address, employment and accounting data; data for personnel administration and management, timekeeping and access control data; appointment management data; data for communication purposes and for handling and monitoring transactions and technical systems
- **Job applicant data**  
Primarily address data, information about career experience, vocational training and qualifications
- **Port charges**  
Pursuant to Section 17 Bremen Port Operations Act, bremenports is authorised by the Senator for Science and Ports to levy and collect the tonnage charges, berth charges, ancillary charges, to collect pilotage charges and waste disposal charges for the ports of Bremen. This refers primarily to contract, address and accounting data as well as traffic data
- **Customer data**  
Primarily address and functional data
- **Supplier data**  
Primarily address and functional data as well as assessments within the scope of our integrated management system (pursuant to DIN EN ISO 9001:2015, DIN EN ISO 50001:2018 and GRI Standards)
- **Marketing**  
Appropriate CRM software is used to enable professional address and contact data management
- **Personal data in connection with research and development projects**  
Primarily contract, address and accounting data, access control data, as well as appointment management data and data for communication purposes
- **Personal data in connection with our legal mandate**  
Primarily contract, address and accounting data, access control data, as well as appointment management data and data for communication purposes
- **CCTV surveillance**  
Unrecorded camera information for technical plant control purposes and accident prevention
- **Websites**  
Data relating to the operation of the various websites and sub-sites ([www.bremenports.de](http://www.bremenports.de); [www.greenports.de](http://www.greenports.de); [www.logisitcs-pilot.de](http://www.logisitcs-pilot.de); [www.sharc-project.de](http://www.sharc-project.de); [www.bremer-haven-perspektiven.de](http://www.bremer-haven-perspektiven.de)) for analysis and promotion purposes
- **Access control data**  
In performance of legal requirements concerning protection against terrorist activities (ISPS): primarily address and functional data, access control data and CCTV recordings of highly protected site areas for a period of four weeks.

## 6. Recipients to whom data may be disclosed

- **Public authorities** that receive data owing to overriding statutory regulations (e.g. social security institutions, financial authorities, regulatory and supervisory authorities)
- **Internal departments** which are involved in the performance of the individual business processes, (e.g. marketing, port construction, port maintenance, personnel management, accounting, purchasing, telecommunications, data processing and port security)
- **Service providers** involved in the due and proper performance of our business activities (e.g. disposal of documents and data media, security companies, providers of data processing services)

Other external bodies, such as banks (payment of salaries, direct debits).

## 7. Regular periods for the erasure of data

The legislator prescribes diverse obligations and periods concerning the storage of data. The relevant data is routinely erased on expiry of these periods.

Data which are not affected by the above obligations are erased once the purposes and requirements stated under the above 4. have been fulfilled or have lapsed.

## 8. Planned data transmission to third countries

Transmission to third countries is neither provided for nor planned.

## 9. Contact bremenports

bremenports GmbH & CO KG  
Mrs Martina Wellbrock  
Data Protection Officer  
Am Strom 2  
27568 Bremerhaven  
Tel: +49 (0) 471 / 30 90 10  
E-mail: [Datenschutz@bremenports.de](mailto:Datenschutz@bremenports.de)

## 10. Competent complaints body

If you believe that the processing of your data infringes data protection legislation or that your rights under data protection laws are otherwise infringed, you can lodge a complaint with the competent supervisory authority. The competent supervisory authority for the Federal Land of Bremen is:

Die Landesbeauftragte für den Datenschutz und Informationsfreiheit“, represented Dr Imke Sommer, Arndtstrasse 1, 27570 Bremerhaven, Tel. +49 (0)471/596-2010, +49 (0) 421/361-2010 [Office@datenschutz.bremen.de](mailto:Office@datenschutz.bremen.de).