

## Privacy Policy

[www.swiss4.com](http://www.swiss4.com)

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*This document is a non-official translation into English prepared for the convenience of English speaking readers, for information purposes only, the reference document remain the French version "Politique de confidentialité".*

## 1 What data do we collect?

We only collect data that is strictly necessary for the purposes for which it is to be used, in compliance with the applicable regulations. The data we hold and process about you may come:

- From you, when you register to the Swiss4 community we ask you to provide your name, first name and e-mail;
- From public sources;
- From your activity on our website, such as the pages you visit, the time/date/location of your visit, your IP (internet protocol) address, the type of device you use, your browser specifications and your operating system.

This information is collected through the use of various technologies, including cookies which are small text files stored in your browser.

However, certain activities supported by our website are, in addition, subject to a specific data protection procedure (e.g. downloading the application and establishing a business relationship with Swiss4.0 AG).

You must ensure that the information you provide is relevant and up to date. If you provide us with information about a third party, you must ensure that they agree to this.

Your data is processed and stored by SWISS4.0 AG as the controller.

SWISS4.0 AG attaches great importance to the protection of your data. By providing us with your contact information or by continuing on this website, you expressly agree to our data processing and privacy policy.

## 2 How do we use your data?

We may use your data for information, marketing or advertising purposes in connection with Swiss4.0 AG or its partners.

Your activity on our website may enable us to ensure the proper functioning and security of our website and to help us better understand visitor behaviour patterns.

## 3 With whom may we share it?

In general, access to your personal data is limited to authorized Swiss4.0 SA personnel and in certain circumstances we may transfer and disclose your data to third parties such as our contractors and partners in order to perform the following tasks:

- Analytics: We use the services of Google Analytics, USA, to help us understand visitor behaviour by allowing the service to access and store anonymised data generated by your activity using cookies.
- Email communications: We use the services of Hubspot, servers hosted in Europe with the possibility of transfer to the USA, to send bulk email communications, such as newsletters, event invitations or other communications related to the Swiss4 community. This service stores the contact information you have provided to us as well as information about your interactions with these emails (time/date opened and clicks).
- Online surveys: We occasionally use Microsoft Forms, Europe, to conduct online surveys.

## 4 How long do we keep it?

Personal data is retained for as long as its use is appropriate and relevant to the retention limitation. It is generally retained until you unsubscribe from the Swiss4 Community or two years after your last interaction with one of our emails, after which it is deleted.

We retain data relating to your activity on our websites and email campaign for two years, after which it is deleted.

## 5 International Data Transfers

Your data may be transferred to third parties for the purpose of providing our services. In particular, these third parties may be located in Switzerland, in the EU or in countries where the data protection legislation is not equivalent to that of Switzerland or the European Union. In such a case, we will always ensure that they are protected by subjecting any transfer to appropriate and relevant safeguards.

## 6 Your rights

The data subject has the right to ask the Company to rectify the data or to limit the processing, to object to the processing and to exercise the right to data portability. To exercise these rights, the data subject shall contact the Company by e-mail at [contact@swiss4.com](mailto:contact@swiss4.com) or by telephone.

In the event that data processing has been carried out on the basis of the data subject's consent, the data subject has the right to withdraw consent at any time, without prejudice to the lawfulness of the processing carried out with the data subject's consent prior to the withdrawal. This can be done by unsubscribing from the Swiss4 Community by following the link on our website and in the content of our e-mail communications or by sending a simple request to [contact@swiss4.com](mailto:contact@swiss4.com).

If the data subject also requests the deletion of the data, the company will respond to this request as soon as possible, provided that the deletion does not constitute a breach of the company's legal obligation to process the data.

### Updating

This Data Processing Notice may be updated at any time, so please consult it regularly.

### Data Controller

SWISS4.0 SA, Rue du Rhône 14, 1204 Geneva, Tel 022 318 48 44

### Data Protection Officer

The company has appointed a Data Protection Officer in the person of Mr. Olivier Roth and has made a declaration to the Federal Data Protection Commissioner in accordance with Art. 11a, para. 5, letter e DPA.

