



A Baumer Company

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## Privacy Information for Contract Partners

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### **What is this privacy information actually about?**

As a part of the contractual negotiations or the contractual relationship, we require certain documents and information from you that we have already received or will request at a later time. In this context, it is necessary to process personal data of contacts.

The Swiss Federal Act on Data Protection ("FADP") as well as the General Data Protection Regulation of the EU ("GDPR") contain a number of provisions in this regard. For example, you have the right to be informed about certain things from the moment we collect your personal data according to Art. 19 FADP and Art. 13 and 14 GDPR. You will therefore be provided with this privacy information.

### **Who is responsible for data processing?**

QualiVision AG, Tödistrasse 50, [info@qualivision.ch](mailto:info@qualivision.ch), +41 43 500 5500, is the controller for the data processing that takes place.

We have appointed a data protection officer. If you have any questions concerning the processing of your personal data, you can contact them via the following e-mail address [contact@morgenstern-privacy.ch](mailto:contact@morgenstern-privacy.ch).

### **What data are processed in the contractual relationship?**

Your personal data are processed for the establishment and fulfilment of the contractual relationship with you or your employer. This particularly includes the communication when processing the contract, providing services, invoicing and processing payment.

Providing your personal data is necessary for our business. Otherwise, we are unable to fulfil the contractual relationship and provide our services.

In the case of contract partners from the EU or the EEA, processing is permitted according to Art. 6 para. 1 b) GDPR (contract) or Art. 6 para. 1 f) GDPR (legitimate interest).

### **Are my data used for advertising?**

We send you offers, as permitted by law. We usually send them by post.

We depend on actively offering our services and assume that there is a fundamental interest in doing so.

In the case of contract partners from the EU or the EEA, processing for advertising purposes is permitted according to Art. 6 para. 1 f) GDPR (legitimate interest).

### **Are my data transferred?**

Your personal data can be accessed by various departments and employees that are involved in the different business processes (e.g. assistance, sales, project leaders, accounting). If we use your personal data for advertising purposes, employees from the marketing department will also have access.

Other potential recipients are service providers or processors who register or process your personal data (e.g. IT service providers, shipping service providers) or, in some cases, other companies (e.g. tax advisors, banks).

Sometimes, we may also transfer your data abroad. This happens when our contract partners are in the EU or the EEA and you as the contract partner are in Switzerland. This also works the other way around – you are from the EU or the EEA and our contract partner is in Switzerland. Such data transfers are permitted, either on the basis of



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an adequacy decision by the EU Commission or a decision by the Swiss Federal Council, since Switzerland as well as Germany and other EU or EEA countries offer an adequate data protection level (Art. 16 para. 1 FADP as well as Annex 1 of the Ordinance on Data Protection ("DPO"), Art. 45 GDPR).

### **How long are the data stored?**

Your data are stored from the first moment you get in touch with us (e.g. via e-mail or phone) or through the exchange of e-mails or written documents. We delete your personal data when the contractual relationship has ended, all mutual claims have been fulfilled and there are no statutory retention obligations or legal grounds for storage.

### **What are your rights?**

You can assert the following rights at any time:

Right of access (Art. 25 FADP, Art. 15 GDPR): Upon request, we inform you about the data we have stored and how they are used.

Right to rectification (Art. 32 para. 1 FADP, Art. 16 GDPR): If we have stored incorrect information about you, you may request for them to be corrected.

Erasure (Art. 6 para. 4, 32 para. 2 FADP, Art. 17 GDPR): Unless there is a reason for further storage, we will delete your personal data. If this isn't done, you have the right to take legal action to attain erasure or destruction.

Restriction of processing (Art. 18 GDPR): If you no longer wish to accept a certain type of processing, you may request restriction of processing (e.g. because you do not want a specific person to be able to see your data with us).

Data portability: (Art. 28 FADP, para. 18 GDPR): In certain cases, you can request for us to hand over your data set to you or to a third party.

We have carefully checked whether we are allowed to process your personal data. This particularly concerns all processing that takes place based on an overriding private interest (for contract partners from the EU or the EEA on the basis of Art. 6 para. 1 f) GDPR (legitimate interest)). If you are of the opinion that we are not allowed to do so for a particular type of processing, you may let us know. We will check this and let you know our decision. If we come to the conclusion that, in your specific case, we are indeed not allowed to process the data, we will of course cease to do so.

You have the right to file a charge with the Swiss Federal Data Protection and Information Commissioner or to lodge a complaint with a data protection supervisory authority in the EU if you suspect violations against privacy regulations.