

**Privacy Statement**

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In this Privacy Statement, we, TEXTTEST AG (subsequently TEXTTEST, we or us), explain, how personal data is collected and processed. This is not a concluding description; where applicable, other privacy statements, terms and conditions and similar documents can regulate specific situations. Personal data is all data related to a specific or identifiable person.

This Privacy Statement relates to the EU General Data Protection Regulation (GDPR). Companies located outside of the EU or the EEA are required to comply with the GDPR under certain conditions.

**Responsible Authority**

Responsible for data processing is the Data Security Officer of Texttest. If you have any concerns regarding data processing, you can contact the Data Security Officer at the following address: Data Security Officer of Texttest AG, Sonnenbergstrasse 72, CH-8603 Schwerzenbach, Switzerland.

**Collection and Processing of Personal Data**

We primarily process personal data, which we receive from customers, other business partners and involved third parties in the course of our business relations with these parties or, which we collect in the course of operation of our website and other applications from the users of the same.

As far as legally permitted, we also collect data from public sources or receive such from third parties. Besides data of yourself, which you provide us with directly, the categories of personal data of you, which we receive from third parties, comprise particularly information from public records, information, which we receive in connection with regulatory and legal proceedings, information in connection with your professional functions and activities, information about you in correspondence and meetings with third parties, credit checks, information for compliance with legal regulations, such as measures against money laundering and observation of export restrictions, information from banks, insurance companies, sales and other partners, information from the media and the internet (e.g. in the course of an employment application), data in connection with the use of the website (e.g. IP address, MAC address, technical data about your device and settings, cookies, date and time of the session, accessed pages and contents, used functions, referring sites, location).

**Purpose of Data Collection and Legal Basis**

We use the personal data we collect primarily to finalize and process contracts with our customers and business partners and to comply with legal obligations.

Besides that, we also process personal data, as far as legally permitted and deemed appropriate by us, for the following purposes, in which we (and sometimes also third parties) have an appropriate and legitimate interest:

- offering and further development of our products, services, website and other platforms, on which we are present;
- communication with third parties and processing of their inquiries (e.g. job applications);
- assessment and optimization of processes for requirement analysis for direct customer approach as well as collection of personal data from public sources for customer acquisition;
- advertising and marketing insofar as you have not objected to the use of your data;
- market analysis, opinion research and media monitoring;
- assertion of legal claims and support of litigation and governmental action;
- securing of business operation, notably of the IT, the website and other platforms;
- purchase and sale of business divisions, companies or parts thereof and other transactions under company law and associated transfer of personal data as well as provisions for managing the business and for observation of legal and regulatory obligations.

## **Cookies / Tracking and Other Technologies in Conjunction with the Use of Our Website**

Our website uses cookies and related technologies with which your browser or your device can be identified. You can adjust your browser to reject cookies, to store them for only one session or to delete them at any time. Most browsers are preset to accept cookies. Some cookies are set by us and some also by our contractual partners.

Furthermore, our website uses Google Analytics or similar services. These are services provided by third parties, which can be located in any country, with which we can measure and analyze the use of the website, but not related to individual persons. For this, permanent cookies are set by the service provider. The service provider does not receive any personal data from us. He can, however, track your use of the website, combine this data with data from other websites, which you have also visited, and which are also tracked by the service provider, and use this information for his own purposes. If you are registered with the service provider, he knows you. Processing of your personal data is then being done on the authority of the service provider in accordance with his privacy policy. The service provider only informs us how our website is used. We do not receive any of your personal data.

With your visit to our website, you agree with the use of these technologies. If you don't agree with this, you have to set your browser up accordingly.

## **Data Transfer in General and Data Transfer to Foreign Countries**

In the course of our business activities, we transfer data to third parties insofar this is legal and appropriate, in order for these third parties to process the data for us or for them to use the data for their own purposes. This concerns notably the following entities:

- service providers, e.g. IT provider;
- dealers, suppliers, subcontractors and other business partners;
- customers;
- domestic or foreign authorities;
- media;
- the public, including visitors to our website and social media;
- competitors, associations, trade organizations and other bodies;
- buyers or potential buyers of our company or parts thereof;
- other parties in legal proceedings;

These recipients can be domestic or foreign.

## **Length of Storage of Personal Data**

We process and store personal data for as long as it is required to comply with our contractual and legal obligations or to accomplish the objects for which the data is processed, and, furthermore, according to the legal record keeping period. It's possible that personal data is stored for as long as legal claims can be asserted against our company and for as long as we are otherwise legally obligated or legitimate business interests require it. Once personal data is no longer required for the above-mentioned purposes, it is generally, and if possible, deleted or anonymized.

## **Data Security**

We take reasonable technical and administrative precautions to ensure the security of personal data and to prevent unauthorized access and misuse of the same.

## **Obligation to Provide Personal Data**

In the course of our business relationship, you are obliged to provide us with your personal data, which is required to initiate and execute such a business relationship and to fulfill the associated contractual obligations. Without this data we will generally not be able to conclude or process a contract with you or with the organization or person, which you represent. Furthermore, our website can't be used if certain data for securing of data communication (e.g. the IP address) is not disclosed.

## **Rights of the Concerned Persons**

In line with the applicable data privacy laws, and if stipulated therein (as for example in the GDPR), you have the right for information about and correction and deletion of your personal data as well as limitation of processing and objection against processing of your data. Please note that we reserve the right to claim on our part the designated limitations to these rights, for example, if we are legally obligated to store or process certain data, if we have a predominant interest to do so or if we require this data for making a legal claim. If exercise of these rights is associated with cost to you, we will inform you in advance. Exercise of the above-mentioned rights can stand in conflict to contractual agreements and can have consequences, such as the premature termination of a contract or financial claims. In this case we will also inform you in advance if it isn't already regulated in a contract.

Exercise of these rights generally requires that you prove your identity.

For claiming your rights, you can contact the above-mentioned authority.

## **Amendments**

We can amend this Privacy Policy at any time without advance notification. The valid version is published on our website.