

# We Take Your Privacy Seriously

The protection of your private sphere is an important matter to us when we process your personal data. When you visit our website, our web server saves as standard the IP of your internet service provider, the website where your visit to our site originated, the pages of our site that you visit and the date and duration of your visit. This information is mandatory for the technical transmission of the websites and secure server operation. These data are not analysed in personalised form.

If you provide any data to us using a contact form, these data will be stored on our servers as part of the data backup. We use your data solely and exclusively for the processing of your request. Your data are treated in strictest confidence. They will not be made available to third parties.

Responsible:

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## Personal Data

Personal data are any data related to you personally. They include your name, address and email address. You are not required to reveal any personal data to obtain access to our internet site. In some cases, we will require your name and address along with some additional information if we are to be able to offer you the requested service.

We will also need these data if you want us to provide information material to you or when we answer your queries. We will, however, always expressly point this out to you. Moreover, we store only the data that you have communicated to us automatically or voluntarily.

When you use one of our services, we generally store only the data that are required for us to offer our service to you. We may possibly ask you for more information, but your disclosure

## Automatic Storage of Non-personal Data

Whenever you visit our internet site, we may, under certain circumstances, store certain information for administrative and technical reasons. Such information may include the type and release of the browser you are using, the date and time of the access and the IP address.

Any such data will be anonymised, however, and used solely for statistical purposes or for the improvement of our internet and online services. These anonymised data are stored – separately from personal data – on secure systems and cannot be associated with any specific persons. This means that your personal data are protected at all times.

## **Changes in Our Privacy Statements**

We reserve the right to change our privacy statements if this becomes necessary because of the development of new technologies. Please make sure that you have the most recently revised version. Whenever fundamental changes are made in this privacy statement, we announce the changes on our website.

## **Subjects' rights**

Please feel free to contact us at any time for information regarding the scope and extent of your personal data stored by us, or if you want to have such data corrected or erased. You also have the right to restriction of processing (Art. 18 GDPR), the right to object to processing (Art. 21 GDPR), as well as the right to data portability (Art. 20 GDPR). Please contact us directly in such cases.