

## **Privacy and Cookie policy**

### **General Information**

DNM Swiss AG (DNM) appreciates your visit to this website ("Website") and your interest in our services. DNM takes data privacy seriously and adheres to high data protection standards as well as transparency of personal data collection and processing. In cooperation with our hosting providers, we make every effort to protect the databases against unauthorized access, loss, misuse or forgery. We would like to point out that data transfer over the Internet (e.g. communication by e-mail) can have security gaps. Complete protection of data against access by third parties is not possible. By using this Website, you agree to the collection, processing and use of data as described below.

How we protect or use your data varies from country to country. Privacy notices for certain jurisdictions can be found in the list below. The terms of this privacy statement will be subject to the relevant jurisdiction-specific privacy notice where applicable. Please click on the jurisdiction that applies to you from the list for more details.

### **Safety measures**

We take appropriate technical and organizational measures in accordance with the legal requirements, taking into account the state of the art, the implementation costs and the type, scope, circumstances and purposes of processing as well as the different probabilities of occurrence and the extent of the threat to the rights and freedoms of natural persons to ensure a level of protection appropriate to the risk.

The measures include, in particular, securing the confidentiality, integrity and availability of data by controlling physical and electronic access to the data as well as access, input, transfer, ensuring availability and their separation. Furthermore, we have set up procedures that ensure the exercise of data subject rights, the deletion of data and reactions to the threat to the data. Furthermore, we consider the protection of personal data already in the development or selection of hardware, software and procedures in accordance with the principle of data protection, through technology design and data protection-friendly default settings.

### **Scope of this privacy statement**

DNM is committed to safeguarding the personal data that we collect from individuals who use this Website. Accordingly, DNM has developed this privacy statement to describe how and what type of data will be collected from users of the Website and the purposes for which DNM may collect, share or disclose the data. This privacy statement applies to any information obtained by DNM through your use of this Website.

### **Processing of your personal data**

When you visit DNM's Website, our web server automatically records details about your visit (e.g. your IP address). Besides, we process personal data which you provide through the Website, for example when you enter personal details (e.g. name, gender, address, e-mail address, phone/fax number) on a contact form. We process your data for the technical administration of this Website, to address your requests submitted via a contact form and for such purposes as otherwise specified in this privacy statement.

DNM has implemented reasonable technical and organisational security measures to protect your personal data collected by us via this Website against unauthorised access, misuse, loss or destruction. However, the internet is generally not regarded as a secure environment, and information sent via the internet may be accessed by unauthorised third parties, potentially leading to disclosures, changes in content or technical failures. Even if both sender and receiver are located in the same country, information sent via the internet may be transmitted across borders and be forwarded to a country which may have a lower data protection level compared to the one in your country of residence.

Please note that we accept no responsibility or liability for the security of your information transmitted via the internet to the Website. To protect your privacy, we would like to remind you that you may also choose another channel of communication with DNM, which you deem is appropriate.

DNM will only retain personal data for as long as necessary to fulfil the purpose for which it was collected or to comply with legal, regulatory and / or contractual requirements.

### **How we collect your personal data (cookies)**

We use cookies on our website to make the use of our services more comfortable for you. These are small files that automatically creates your browser and that are stored on your device (laptop, tablet, smartphone, etc.) when visiting our site. This will allow us to recognize your browser on your next visit. You can adjust your browser settings to inform you when cookies are set and to permit cookies on a case-by-case basis, to reject cookies under certain circumstances, or as a general rule, as well as to automatically delete cookies when you have closed your browser. Deactivating cookies may limit the functionality of this website

### **Disclosure and sharing of your personal data**

DNM may share your data with external service providers, authorities for the purposes stated above, or in case legal, regulatory or market practice requires such. Therefore, the data may be transferred to third parties in Switzerland or abroad for the processing, storing, retention, printing, evaluation or management of it. When transferring personal data internationally, we make sure that we comply with applicable laws and regulations.

### **SSL / TLS encryption**

This Website uses SSL encryption for security reasons and to protect the transfer of confidential or personal data. With SSL encryption, no data transmitted through our website is accessible by third parties. You can identify the encrypted connection by the "https://" indicated in your browser address bar and by the "lock" symbol indicated next to it. If SSL or TLS encryption is activated, the data you transmit to us is not accessible by any third party.

### **Log files**

Server log files are automatically collected and stored by the provider of the Website or by our servers. The following information is transmitted by your web browser automatically: type of Internet browser, version, OS and device details; visitor's IP address; the date and time of visit, referring address (location from which a visitor comes to the Websites). There will be no consolidation with other data sources.

### **Google Analytics**

This Website uses Google Analytics, a web analysis service of Google Ireland Limited in Dublin (Google). Google Analytics uses cookies to enable an analysis of Website usage by you to improve our offer and make it more interesting for you as a user. This Website also uses Google Analytics for a cross-device analysis of visitor flows by applying your user-ID. If you have a Google user account, you can deactivate the cross-device analysis of your usage in the settings there under "My data", "personal data".

According to Google's own information the IP address used by your browser within the scope of Google Analytics will not be associated with any other data held by Google. If the data collected about you contains a personal reference, it will be immediately deleted. Only in exceptional cases is the full IP address transferred to a Google server in the USA and shortened there in case for further use.

The information generated by the cookie about your use of this Website is controlled and processed by Google. Google will use this information to evaluate your use of the Website, compiling reports on Website activity and providing other services relating to Website activity and internet usage.

The information generated by the cookie is usually transferred to a Google server in the USA and stored there. You may refuse the use of cookies by selecting the appropriate settings on your browser. However, please note that if you do this, you may not be able to use the full functionality of this Website. The transmission of data generated by cookies in relation to the use of this Website to Google as well as the processing of data by Google can be prevented by downloading and installing the Google Analytics opt out browser add on the here. Herewith, a so-called opt-out cookie will be stored on your data carrier, which will prevent the processing of personal data by Google Analytics. Please note that if you delete all cookies on your device, you also remove the opt-out cookies, which means that you will have to re-set the opt-out cookies' plugin. The opt-out cookies' plugin is set per browser and device. Therefore, it must get activated separately for each browser on each device.

### **LinkedIn**

This website uses features of the LinkedIn network. The provider is LinkedIn Corporation, 2029 Stierlin Court, Mountain View, CA 94043, USA. Each time you access one of our pages that contains LinkedIn features, a connection to LinkedIn's servers is established. LinkedIn will be notified that you have visited our sites using your IP address. If you click on LinkedIn's "Recommend Button" and are logged into your LinkedIn account, LinkedIn will be able to associate your visit to our website to your user account. We would like to point out that Marcuard Heritage is not aware of the content of the transmitted data or its use by LinkedIn.

For more information, please refer to the LinkedIn privacy policy. If you don't want LinkedIn to collect information about you with the help of our website and link it to your stored membership data, you must log out of LinkedIn before you access our website.

### **Google Maps**

This Website uses the offer of Google Maps, which allows us to display interactive maps directly on the Website and enables you to use the map function conveniently. By visiting the Website, Google receives the information that you have called up the corresponding subpage of our website. It happens regardless of whether Google provides a user account through which you are logged in or whether no user account exists. If you are logged in at Google, your data will be assigned directly to your account. If you do not wish to be assigned to your profile on Google, you must log out before activating the button. Google stores your data as user profiles and uses them for advertising purposes, market research and demand-oriented design of its website. Such an evaluation is performed in particular (even for users who are not logged in) to provide need-based advertising and to inform other users of the social network about your activities on our website. You have a right of objection to the creation of these user profiles, whereby you must contact Google to exercise this right. Further information on the purpose and scope of data collection and its processing by Google, including information on your rights in this regard and setting options for protecting your privacy, can be found here.

### **Google reCAPTCHA**

"We use "Google reCAPTCHA" (hereinafter "reCAPTCHA") on our websites. The provider is Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland, hereinafter referred to as "Google". The purpose of reCAPTCHA is to check whether data is entered on our website (e.g. in a contact form) by a person or by an automated program. To do this, reCAPTCHA analyzes the behavior of the website visitor based on various characteristics. This analysis begins automatically as soon as the website visitor enters the website. For the analysis, reCAPTCHA evaluates various information (e.g. IP address, length of stay of the website visitor on the website or mouse movements made by the user). The data collected during the analysis are forwarded to Google.

Your IP address will, however, be reduced by Google within member states of the European Union or in other signatory states of the Agreement on the European Economic Area before it is further used. Only in exceptional cases will the full IP address be transferred to a Google server in the USA and shortened there. The data transmissions to the USA will be

governed by the appropriateness decision of the European Commission, the "Privacy Shield". Google will not combine the IP address transmitted by your browser in the context of reCAPTCHA with other available data. By clicking on the query, you consent to the processing of your data. You may revoke your consent at any time without affecting the lawfulness of the processing carried out before revocation. Further information on Google reCAPTCHA and the corresponding data protection declaration is available at: <https://www.google.com/recaptcha/about/>

This Statement may be updated from time to time. Therefore, we kindly ask you to consult it regularly.

Last update: 19.01.2022. Zürich

Source: SwissAnwalt