

PRIVACY POLICY

for Website Visitors

The importance of the protection of personal data is very important to us. We take great care to ensure the confidentiality of the data you entrust to us. This is due to the fact that we offer comprehensive advice on data protection law and act as external data protection officers.

In accordance with the provisions of the EU General Data Protection Regulation (GDPR) and the Liechtenstein Data Protection Act (DPA), the following information gives you an overview of the processing of your personal data and your related rights. We therefore ask you to read the following information carefully.

1. Controller

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2. Collection and storage of your data

We collect the following data: First name, last name, e-mail address, telephone number and information about your use of our website, IP address. In this context, we collect information about your visits to our website, such as the amount of data transferred, the location from which you access data on our website, and other connection data and sources that you access. This is usually done through the use of log files and cookies.

3. Purpose and use of your data

These data are collected,

- to provide the services you require,
- to ensure that our website is presented to you in the most effective and interesting way possible,
- to be able to process your request via the contact form.

Your data will be processed on the basis of Art 6 para 1 lit a, b, f GDPR.

4. Information about your computer, cookies, targeting, plugins

Each time you access our website, we collect the following information about your computer: your computer's IP address, your browser's request and the time of that request. In addition, the status and the amount of data transferred are recorded as part of this request. We use this data for the operation of our website, in particular to detect and correct errors on the website, to determine the utilisation of the website and to make adjustments or improvements.

We may also collect information about your use of our website through the use of browser cookies. These are small text files which are stored on your data carrier and which store certain settings and data for exchange with our system via your browser. A cookie usually contains the name of the domain from which the cookie data was sent, information about the age of the cookie and an alphanumeric identifier. Cookies enable our systems to recognise the user's device and make any presettings available immediately. As soon as a user accesses the website, a cookie is sent to the hard drive of the website visitor's computer. Cookies help us to improve our website and provide you with a better and more personalised service. They allow us to recognise your computer when you return to our website and thereby

- store information about your preferred activities on the website and so tailor our website to your individual interests. This includes e.g. advertising that matches your personal interests,
- to speed up the processing of your enquiries.

The cookies we use only store the data explained above about your use of the website. This is not done by assigning you personally, but by assigning an identification number to the cookie ("Cookie ID"). A combination of the Cookie ID with your name, IP address or similar data, which would enable the cookie to be assigned to you, does not take place.

Our website uses so-called tracking technologies. We use these technologies to make the website more interesting for you. This technology makes it possible to analyse your user behaviour. We only use this technology if you have consented to it, if the use is necessary for concluding or fulfilling a contract with you or if other legal regulations permit this.

We cooperate with third party providers who support us in making the Internet offer and the website more interesting for you. Therefore, when you visit the website, cookies from the third party provider are also stored on your hard drive. These are cookies that are automatically deleted after the specified time.

We have no control over whether a third party stores the data for statistical purposes or otherwise uses it.

Our website uses "Google Analytics", a web analysis service provided by Google Inc. ("Google"), to evaluate website usage. Google Analytics uses cookies that are stored on your computer. The information contained therein about the website and Internet use of the visitor can be processed and evaluated by Google. The data collected by Google may be transmitted by Google to countries outside the EU and the EEA, in particular the USA.

If you do not wish to use browser cookies, you can set your browser so that cookies are not accepted. Please note that in this case you may only be able to use our website to a limited extent or not at all. If you only want to accept our own cookies, but not the cookies of third parties, you can select the setting in your browser "Block cookies from third parties".

All integrated social plug-ins function via the 2-click procedure; this means that the recording of your surfing behaviour by a plugin only starts when you activate the corresponding plugin by clicking on it at all. If you are logged in e.g. with your LinkedIn account at the same time as visiting our website, LinkedIn will register the page visit after activating the plugin (first click) and can assign this visit to your user account.

5. Data protection and websites of third parties

The website may contain hyperlinks to and from websites of third parties. If you follow a hyperlink to one of these websites, please note that we are not responsible or liable for any contents linked or referred to from his pages. Please be sure to read the applicable privacy policies before submitting any personal information to those websites.

6. File download

We do not require any personal information from you in order for you to download files from our website.

7. **Your rights**

You have the right at any time to information about your stored personal data, their origin and recipient and the purpose of data processing as well as a right to correction, data transmission, objection, restriction of processing as well as blocking or deletion of incorrect or inadmissibly processed data.

If there are any changes to your personal data, please inform us accordingly.

You have the right to revoke your consent to the use of your personal data at any time. Your input for information, deletion, correction, access and/or data transmission, in the latter case, provided that it does not cause a disproportionate effort, is to be addressed to us.

If you are of the opinion that the processing of your personal data by us violates the applicable data protection law or that your data protection claims have been violated in any other way, you have the possibility of complaining to the responsible supervisory authority. In Liechtenstein, the Data Protection Office (www.datenschutzstelle.li) is responsible for this.

8. **Protection of your data**

All information that you transmit to us is stored on servers. Unfortunately, the transmission of information over the Internet is not completely secure, which is why we cannot guarantee the security of the data transmitted over the Internet to our website. However, we protect our website and other systems against loss, destruction, access, alteration or distribution of your data by unauthorised persons through technical and organisational measures. In particular, your personal data will be transmitted by us in encrypted form.

9. No passing on of your data

We will not disclose your personal data to third parties unless you have consented to the disclosure of such data or we are entitled or obliged to disclose such data by law and/or governmental or court order. In particular, this may involve providing information for the purposes of criminal prosecution, averting danger or enforcing intellectual property rights.

10. Profiling

We do not use automated individual decision-making or profiling within the meaning of Art 22 GDPR.

11. Storage of your data

We will not store your personal data for longer than is necessary to fulfil your request via the contact form. If we collect your IP address, it will only be stored for the duration of your use of our website and then immediately deleted or anonymised by shortening it.

12. Amendment of this Privacy Policy

We reserve the right to change this Privacy Policy at any time with effect for the future. A current version is available on our website. Please visit our website regularly and inform yourself about the valid Privacy Policy.