

# Privacy policy

## General + Website (GDPR + FADP)



version 19.01.2024

The protection of personal data is a major and very important concern for us. For this reason, we consider it our duty to collect only the data that is actually required for the fulfilment and processing of our tasks and services or that you have provided to us voluntarily. We manage personal data with due care and endeavour to protect this data as well as possible against unauthorised access or loss.

When collecting and processing your data, we comply with the provisions of the Swiss Federal Act on Data Protection (FADP). However, this privacy policy is also aligned with the EU General Data Protection Regulation (GDPR), insofar as this is relevant to us. The provisions of the GDPR only apply in relation to users from the EU.

This privacy policy applies to general data processing at **e+a Elektromaschinen und Antriebe AG** (hereinafter referred to as "e+a"), as well as within the scope of our website and for the personal data collected via this website.

The processing of personal data of our users only takes place for the purposes listed below and if a legal basis exists.

### I. Name and address of the responsible organisation

The controller within the meaning of the GDPR and the FADP is

**e+a Elektromaschinen und Antriebe AG**  
Bachstrasse 10, 4313 Möhlin, Switzerland  
Tel: +41 61 855 92 92  
e-mail: [datenschutz@eunda.ch](mailto:datenschutz@eunda.ch)  
Website: [www.eunda.ch](http://www.eunda.ch)

### II. Data processing on our website

By using this website, you consent to the collection, processing and use of data in accordance with the following description.

#### Categories of personal data collected

Each time our website is accessed, our system automatically collects data and information from the computer system of the accessing computer. The following data is collected:

- Full IP address
- Date and time of access
- Websites from which the user's system accesses our website
- Name of the requested file
- Web browser and operating system used
- Geographical data

If you subscribe to the e+a Elektromaschinen und Antriebe AG newsletter, we will also collect your data:

- E-mail address
- Title, first name, surname
- Telephone number

#### Processing purposes, legal bases, storage duration

The processing of personal data on our website is limited to the data required to provide a functional website and user-friendly content and services. Personal data is therefore collected for internal administrative purposes (e.g. to ensure the stability and operational security of the system, marketing analyses) and, if you give us your consent, to send you our newsletter.



The processing of personal data in connection with our website is based on your consent if you voluntarily provide us with your data (e.g. subscribe to the newsletter) (in relation to users from the EU area in accordance with Art. 6 para. 1 let. a GDPR), as well as to safeguard our legitimate interests (e.g. in ensuring the stability and operational security of the system) (in relation to users from the EU area in accordance with Art. 6 para. 1 let. f GDPR).

We only store the data to the extent and for as long as this is necessary for the services provided by us or as required by law. Data is stored for reasons of data security in order to ensure the stability and operational security of our system.

Your personal data in connection with the sending of our newsletter will be deleted immediately as soon as you unsubscribe from the e+a Elektromaschinen und Antriebe AG newsletter.

### **No cookies**

We do not use cookies on our website.

### **Web analysis**

We analyse the use of our website with the web analysis tool Matomo <https://matomo.org> without the use of cookies. We host Matomo ourselves so that all data remains on our servers and is not passed on. This is used exclusively to optimise the website in terms of user-friendliness, to improve our services and to provide useful information about our services.

You have the option of using our e+a MotorScout web application <https://motorscout.eunda.ch>. Cookies are used if you agree to load the MotorScout web application. This web application allows you to obtain information on our range of products and services that meet your requirements after entering the desired specifications.

The associated processing of your data takes place on the basis of our legitimate interests in the stated purposes. The personal data collected and possibly stored in this way will not be merged with other personal data sources or passed on to third parties. No personal analyses are carried out. The analyses are based on anonymised data records. The statistical analyses are stored for 24 months. Your consent is voluntary and you can revoke it at any time for the future.

### **e+a Dbl-/OfferExplorer**

Our e+a Dbl-/OfferExplorer web application provides you with password-protected access to more detailed information on your customer products. The use of the e+a Dbl-/OfferExplorer is voluntary. We will conclude a separate user agreement with you for the use of this web application with its own data protection section.

### **LinkedIn**

Our website is linked to our LinkedIn company account <https://ch.linkedin.com/company/e-a-elektromaschinen-und-antriebe-ag>. For this purpose, we use the services of the technical platform of LinkedIn Ireland Unlimited Company, Wilton Place, Dublin 2, Ireland. By using the LinkedIn platform, we provide useful information about our services and performance and increase the reach of our offering. It is not necessary to use this service in order to contact us. We would like to point out that you use the services offered on our LinkedIn page and its functionalities at your own risk. This applies in particular to the use of interactive functions, such as sharing.

In principle, LinkedIn is solely responsible for the processing of personal data when you visit our LinkedIn page. Further information can be found in LinkedIn's privacy policy [<https://www.linkedin.com/legal/privacy-policy>]. LinkedIn also uses cookies - information on this can be found here [<https://www.linkedin.com/legal/cookie-policy>].

When you visit or follow our LinkedIn company page, LinkedIn processes personal data to provide us with statistics and insights in anonymised form. This gives us insights into the types of actions that people take on our site (so-called page insights) and enables us to continuously improve the attractiveness of our website. In particular, LinkedIn processes data that you have already made available to LinkedIn in your profile. If you are logged out of LinkedIn, these Page Insights do not allow us to draw any conclusions about the individual visitors to our LinkedIn company page. If you are logged in to LinkedIn when you visit our LinkedIn company page, selected profile master data can be included in the statistical analyses. If you use interactive functions (like symbol, sharing or commenting on posts), your personal data will be visible to us and to other visitors to our LinkedIn company page and can be directly assigned to a person.

The processing of personal data in connection with the use of our LinkedIn company account is based on your consent if you voluntarily provide us with your data - e.g. send us a contact request, follow our page, apply for a vacancy - (in relation to users from the EU area in accordance with Art. 6 para. 1 let. a GDPR), as well as to safeguard our legitimate interests (in relation to users from the EU area in accordance with Art. 6 para. 1 GDPR, let. f). We have entered into an agreement with LinkedIn on processing as joint controllers, which sets out the distribution of data protection obligations between us and LinkedIn [<https://legal.linkedin.com/pages-joint-controller-addendum>].

#### **Contact us**

If you send us an e-mail, your details will only be stored for the purpose of processing the enquiry, possible further questions in connection with it and will only be used within the scope of the enquiry. The legal basis for processing your enquiry within the meaning of the GDPR is Art. 6 para. 1 lit. a or b GDPR. We will delete your personal data after your enquiry has been dealt with.

#### **Cooperation with third parties - data transfer to third countries**

For the operation of our website, we may work with external service providers (processors), particularly in technical terms. These processors have been carefully selected and commissioned by us, they are bound by instructions and are regularly monitored.

Some providers may be located in so-called third countries (outside Switzerland, the EU or the EEA). Personal data will only be forwarded to third parties as described above to third parties domiciled in a country with an "adequate level of protection" in accordance with the FADP or GDPR, or to third parties who, in their cooperation with e+a, have bound themselves to the standard contractual clauses required by the GDPR to ensure an adequate level of protection for personal data.

### **III. General data processing of e+a Elektromaschinen und Antriebe AG**

#### **Categories of personal data collected**

We, **e+a Elektromaschinen und Antriebe AG**, collect personal data that we receive when you contact us or in the course of our contractual relationship with you. This involves the following data:

- Title, first name, surname
- Function
- address
- E-mail address
- Telephone number
- and other personal data provided by you.

#### **We ask you to inform your employees about this processing accordingly.**

In addition, we process personal data that we legitimately obtain from publicly accessible sources (e.g. commercial register, Internet) to the extent necessary for the provision of our services.

#### **Processing purpose**

This data is collected where necessary:

- to be able to identify you as our client (interested party, customer, supplier, external partner, representative, etc.),
- to conclude and fulfil a contract with you (in particular, but not exclusively; purchase agreement, confidentiality agreement, supply agreement, quality agreement, agreement on guidelines, on liability matters, tool contract, etc.),
- for correspondence with you,
- for invoicing,
- to send you our newsletter if you have registered for it.

### Newsletter

Our newsletter contains information about our services, our products, events and our company. If you register for our newsletter, we will immediately send an e-mail to the e-mail address you have provided asking you to confirm your newsletter registration. If this registration confirmation is not received within 72 hours, we will delete the e-mail address from our temporary list and the registration will be cancelled. By confirming your newsletter registration, you consent to the storage of your e-mail address, your name and your function, including the date of registration and IP address.

The legal basis for sending a newsletter to persons from the EU is Art. 6 para. 1 lit. a GDPR. Each newsletter contains a note on how you can unsubscribe from the newsletter.

### Recipients and categories of recipients

Where necessary, we pass this personal data on to our IT and telecommunications providers and our accounting department, as well as to affiliated companies such as Kaufmann AG Elektromotorenbau, based in Niedergösgen, if this facilitates the execution of the transaction you have requested with us and serves the purpose of better fulfilling your wishes. External service providers (processors) are carefully selected and commissioned by us, they are bound by instructions and are regularly monitored. In accordance with your instructions, we may also pass on personal data to other persons or authorities. Personal data will only be forwarded to third parties as described above to third parties domiciled in a country with an "adequate level of protection" in accordance with the FADP or GDPR, or to third parties who, in their cooperation with e+a, have bound themselves to the standard contractual clauses required by the GDPR to ensure an adequate level of protection for personal data.

### Duration of storage of personal data

Your data will be stored by e+a Elektromaschinen und Antriebe AG after collection for as long as is necessary to fulfil the purpose for which it was collected.

- in compliance with the statutory retention periods pursuant to the Swiss Code of Obligations,
- is necessary for the fulfilment of the above-mentioned purposes of e+a Elektromaschinen und Antriebe AG,
- is necessary due to legitimate interests (archive, documentation, liability issues, warranty, guarantee).

### Data security

When processing data, we generally apply suitable technical and organisational security measures to protect your data against accidental or intentional manipulation, partial or complete loss, destruction or unauthorised access by third parties. Our security measures correspond to the current state of the art.

### Legal basis

Your data is processed on the basis of your consent (in relation to users from the EU in accordance with Art. 6 para. 1 let. a GDPR), on the basis of a contract, pre-contractual measures or at your request (in relation to users from the EU in accordance with Art. 6 para. 1 let. b GDPR), on the basis of legal obligations (in relation to users from the EU in accordance with Art. 6(1)(c) GDPR) or to safeguard our legitimate interests, e.g. ensuring IT security, appropriate legal prosecution, measures for the further development of services and products (in relation to users from the EU in accordance with Art. 6(1)(f) GDPR).

## IV. Your rights

### FADP

In principle, data subjects have a right to information, a right to data correction and deletion of their data, as well as a right to data disclosure or transfer in accordance with the FADP. You can contact us by post or email with any questions relating to data protection in accordance with the FADP and to assert your rights: [datenschutz@eunda.ch](mailto:datenschutz@eunda.ch)

## GDPR

You have the right:

- to request information about your personal data processed by us. In particular, you can request information about the purposes of processing, the categories of personal data, the categories of recipients to whom your data has been or will be disclosed, the planned storage period, the existence of a right to rectification, completion, erasure, restriction of processing, objection or complaint,
- to request the correction, completion or deletion of your personal data that is incorrect or is not processed in accordance with the law,
- to request us to restrict the processing of your personal data,
- under certain circumstances, to object to the processing of your personal data or to withdraw your previously given consent,
- to receive your personal data, which you have provided to us, in a structured, commonly used and machine-readable format or to request the transmission to another controller,
- to lodge a complaint with the competent data protection supervisory authority.

You can assert your rights at any time by contacting us at the following address: [datenschutz@eunda.ch](mailto:datenschutz@eunda.ch)

The data protection declaration has the status 19.01.2024.

Due to the further development of our website or due to changes in legal or regulatory requirements, it may become necessary to amend this privacy policy.