

DATA PRIVACY STATEMENT

Any collection, processing and use (hereinafter “use”) of data is solely for the purpose of providing our services. The services of the Q2 sarl (“Q2”) have been designed to use as little personal information as possible. For that matter, “personal data” is understood as all individual details about a person or factual circumstances of an identifiable natural person (so-called “affected person”).

The following statements on data protection describe what types of data are collected when accessing our website, what happens with these data and how you may object to data usage.

PERSON RESPONSIBLE (CONTROLLER)

Responsible within the meaning of the EU General Data Protection Regulation (GDPR) is:

Q2 GmbH
Neumarkt 20

CH-8001 Zurich, Switzerland
Geschäftsführung: Thomas Bischofberger

If you have questions about data protection, you can contact us at the following e-mail address:

datasecurity@q-2.ch

or by mail:

Q2 GmbH
Data Security
Neumarkt 20
CH-8001 Zurich, Switzerland

WHICH DATA WILL BE USED

When visiting our website, our web servers temporarily store every access in a log file. The following data is collected and stored until automated deletion:

- IP address of the requesting computer
- Date and time of access
- Name and URL of the retrieved file
- Transmitted amount of data
- Message if the retrieval was successful
- Detection data of the browser and operating system used
- Website from which access is made
- Name of your Internet access provider

The processing of this data serves: the purpose of enabling the use of the website (connection establishment), the system security, the technical administration of the network infrastructure, as well as to optimize the Internet site. The IP address is evaluated only in case of attacks on our network infrastructure or the network infrastructure of our Internet provider.

Furthermore, no input of your personal data is required to use our website.

PROTECTION OF YOUR DATA

We have taken technical and organizational measures to ensure that the requirements of the EU General Data Protection Regulation (GDPR) are met by us, as well as, by external service providers working for us.

If we work with other companies in order to provide our services, such as email and server providers, this will only be done after an extensive selection process. In this selection process, each individual service provider is carefully selected for its suitability in terms of technical and organizational data protection skills. This selection procedure will be documented in writing and an agreement on the order processing of data (order processing contract) will only be concluded if the third party complies with the requirements of Art. 28 GDPR.

Your information will be stored on specially protected servers. Access to it is only possible for a few specially authorized persons. If you send us data via web forms, the data is always transmitted via an encrypted connection (128-bit TLS).

SERVICE PROVIDERS FROM THIRD COUNTRIES

In order to be able to provide our services, we use the support of service providers from third party countries (non EU countries). In order to ensure the protection of your personal data in this case, we conclude with each – carefully selected – service provider special order processing contracts.

We use the support of the following providers:

- Email service provider of Q2
- Storage service provider of Q2

USE OF COOKIES

a) In addition to the aforementioned data, cookies are stored on your computer when you use our website. Cookies are small text files that are stored on your hard drive assigned to the browser you use. Through this the stored information flows to Q2 or the party that sets the cookie. Cookies cannot run programs or transmit viruses to your computer. Cookies are used to analyze the use of www.q-2.ch in anonymized or pseudonymized format. Also cookies enable personalized advertisements on this website.

This website uses the following types of cookies. The extend and function of which are explained below:

- Transient cookies (see b)
- Persistent cookies (see c)

b) Transient cookies are automatically deleted when you close the browser. These include session cookies. Transient cookies store your session ID, with which various requests from your browser can be assigned to the common session. This will allow your computer to be recognized when you return to our website. The session cookies are deleted when you log out or close the browser.

c) Persistent cookies are automatically deleted after a specified period of time, which may differ depending on the cookie. You can delete the cookies in the security settings of your browser at any time. Please be aware that you may not be able to use all features of this site, when deleting the cookies from your browser history. The setting of cookies can be prevented by appropriate settings in the user's Internet browser at any time.

DELETION OF PERSONAL DATA

Q2 processes the personal data only as long as necessary. As soon as the purpose of the data processing is fulfilled, deletion of the data is carried out according to the standards of the deletion concept, unless legal regulations oppose this.

LEGAL BASIS FOR THE PROCESSING OF PERSONAL DATA

The processing of personal data requires a legal basis. The GDPR names different legal bases in Art. 6 GDPR.

A legal basis for processing personal data is, for example, Art. 6 (1) (a) GDPR. This refers to the consent given by the user. The consent is earmarked. Processing personal data is also allowed in order to fulfill a contract acc. Art. 6 (1) (b) GDPR. However, Art. 6 (1) (b) GDPR must be interpreted broadly, since the initiation of a contractual relationship regarding data processing is also included. This applies in particular to those cases in which the user uses the contact form of Q2 in order to receive a non-binding offer. Art. 6 (1) (c) GDPR describes the legal basis of data processing in cases involving a legal obligation to process data. Processing personal data may in exceptional cases be based on Art. 6 (1) (d) GDPR. This requires the vital interests of the affected person or other natural person to be protected. This refers

to cases which would lead to injury or impairment of life, limb and health. For the initiation of assistance personal data such as the name, contact details and possibly health insurance would be required to be handed over. It is also possible that processing personal data is based on the legal basis of Art. 6 (1) (f) GDPR. The so-called "legitimate interest" is standardized in this basis, which is to be read with reference to the addendum reason 47 of the GDPR. In the legal sense, Article 6 (1) (f) of the GDPR is a so-called "standard of interception", which applies unless other legal bases than those described above apply. When the standard of interception is applied, weighting the specific interests – that of the affected person or that of the data processor – takes place.

CONTACT

Through the website www.q-2.ch is possible to obtain a non-binding offer. This will require processing different data to answer the request, which will be automatically saved for this purpose. A transfer of the data to third parties does not take place, unless the user has given his consent.

DATA PROCESSING FOR APPLICATIONS

Q2 offers the opportunity to apply for jobs via an e-mail and optional via an application form. For this purpose, personal data is processed and stored for further processing during the respective application process.

In case of successful application and employment, the personal data is stored in accordance with the legal requirements. In case of unsuccessful application the data will be deleted in accordance with the rules of the local deletion concept.

GOOGLE ANALYTICS

The website www.q-2.ch uses Google Analytics. This is a service for analyzing access to websites of Google Inc. ("Google") and allows us to improve our website.

Responsible Person is:

Google Inc., 1600 Amphitheater Pkwy, Mountain View, CA 94043-1351, USA.

Cookies enable us to analyze your use of our website. The information collected by a cookie (IP address, access time, access duration) is transmitted to a Google server in the USA and stored there. The evaluation of your activities on our website is transmitted to us in the form of reports. Google may pass on the collected information to third parties, if required by law or if third parties process this data on behalf of Google. The Google tracking codes of our Internet offer use the function "_anonymizeIp()", thus IP addresses are processed only shortened, in order to exclude a possible direct personal link to you.

You can also prevent the installation of cookies from Google Analytics by setting your browser software accordingly. In this case, however, it may happen that you cannot fully use all the features of our website. Also through browser extensions e.g. <http://tools.google.com/dlpage/gaoptout?hl=en> Google Analytics can be disabled and controlled.

At <https://www.google.ch/intl/de/policies/>

as well as at

<http://www.google.com/analytics/terms/>

you can find out more about the terms of use and privacy of Google Analytics.

GOOGLE REMARKETING

Q2 uses Google Remarketing. By using Google Remarketing, Q2 may display advertisements to users (including visiting other websites) that have previously logged into MANDANT's website. Google Remarketing ultimately enables user-directed personalized advertising.

Responsible Person is:

The Google Inc., 1600 Amphitheater Pkwy, Mountain View, CA 94043-1351, USA.

Google Remarketing works by setting a cookie on the user. This cookie use gives Google the opportunity to recognize the user if they visit a website that also uses Google Remarketing.

As a result, Google will be notified of the user's IP address or browsing behavior.

The prevention (as well as the deletion) of the cookie setting can be achieved under the appropriate settings in the Internet browser.

The user can object to user-related advertising by Google at any time. For this we refer to:

<https://www.google.de/settings/ads>

For more information about Google's privacy policy, please refer to:

<https://www.google.de/intl/en/policies/privacy/>

YOUTUBE

Q2 has integrated the services of YouTube on this website. YouTube can be reached via the button at the bottom right of the website of Q2.

Responsible Person is:

YouTube, LLC, 901 Cherry Ave., San Bruno, CA 94066, USA. YouTube, LLC

Which is a subsidiary of

Google Inc., 1600 Amphitheater Pkwy, Mountain View, CA 94043-1351, USA.

If the user clicks on the YouTube button, the website will be accessed by YouTube. By accessing YouTube's website through the Q2 website ("per click"), YouTube will be provided with the relevant Q2 reference information. YouTube receives the information that the user has visited the website of Q2.

If, at the time of visiting Q2 website, the user is logged in in parallel via a YouTube account (no matter which YouTube account is logged in), YouTube will receive further information, such as which pages were entered on MANDANT's website by the user. YouTube collects this information, which theoretically gives you the opportunity to associate this information with the YouTube account.

To prevent this, the user has the opportunity to log out of www.MANDANT.com on YouTube. To do this, you must log out of the YouTube website.

For more information about privacy, please refer to the following data policy from YouTube:

<https://www.google.ch/intl/en/policies/privacy/>

GOOGLE AD MANAGER

Our website uses Google Ad Manager.

Responsible is:

Google Inc., 1600 Amphitheater Parkway, Mountain View, CA 94043, USA.

Google Ad Manager is used to serve ads when you visit our website. Google Ad Manager uses information (but not personally identifiable information, such as your name or email address) about your visits and other sites to allow ads to appear on products and services that interest you. If you would like to know more about these methods, or if you would like to know what you can do to prevent Google Ad Manager from using this information, click here:

<http://www.google.ch/policies/technologies/ads/>.

GOOGLE CONVERSION TRACKING

Q2 uses the Google Conversion Tracking analytics service.

Responsible for:

Google Inc., 1600 Amphitheater Parkway, Mountain View, CA 94043, USA.

Google Ads sets a cookie on your computer ("conversion cookie") if you have reached our website via Google. These cookies lose their validity after 90 days and are not used for personal identification. If you visit certain pages of us and the cookie has not expired, we and Google may recognize that someone clicked on the ad and was redirected to our site. Each advertiser receives a different cookie. Cookies can not be tracked through the websites of advertisers. Advertisers will see the total number of users who clicked on the ad and were redirected to a conversion tracking tag page.

YOUR RIGHTS

You have the following rights with respect to the personal data concerning you:

- Right to information
- Right to rectification or deletion
- Right to restriction of processing
- Right to object to the processing
- Right to data transfer
- Right on confirmation

In the case of a request for information, you must provide sufficient information about your identity and provide proof that it is your personal data. The information relates to data that has been stored regarding your person, the origin of the data, the recipient or the categories of recipients to which data has been transmitted and the purpose of the storage. To exercise these rights, please contact our Privacy Officer, which is mentioned at the beginning of the Privacy Policy.

If you have given your consent to the processing of your data, you can revoke at any time. Such revocation will affect the admissibility of processing your personal data by us.

Insofar as we base the processing of your personal data on the weighting of interests, you may object to the processing. This is the case if processing your data is not required to fulfill a contract with you, which is explained in the following description of the functions. In the event of such a revocation, we ask you to explain the reasons why we should not process your personal data. In the case of your justified objection, we will examine the situation and will either stop processing your data, adapt the data processing or point out to you our compelling legitimate reasons on which we continue the processing.

Of course, you may object to the processing of your personal data for advertising and data analysis purposes at any time. You may contact us or our responsible data security officer via the contact details stated at the beginning of the Privacy Policy.

You also have the right to complain about our processing your personal data to a supervisory authority.

HOW YOU PERCEIVE THESE RIGHTS

To exercise these rights, please contact our data security officer:

Q2 GmbH

datasecurity@q-2.ch

or by mail:

Q2 GmbH
Neumarkt 20
CH-8001 Zurich, Switzerland

SUBJECT TO CHANGE

We reserve the right to change this privacy policy in compliance with legal requirements.

October 2018