

## Privacy Notice- Tirus International SA

### 1) Purpose and scope

The present notice describes how your personal data are processed by Tirus International SA (Avenue Gratta-Paille 1, 1018 Lausanne, Switzerland). Please note that the present notice does not apply to:

- a) Tirus International SA's employees. If you are an employee, please refer to the *Internal Regulations* and to the *Privacy Notice for Employees*.
- b) Job Applicants. If you are an applicant, please refer to the *Privacy Notice for Applicants*.
- c) Third-party websites. They are governed by their own privacy policies.

Your data is held and processed in accordance with the Swiss Federal Act on Data Protection ("LPD"), and related applicable data protection regulations.

You can contact Tirus International SA's employees in charge of personal data protection by email at the following address: [privacy\(at\)tirus-sa.ch](mailto:privacy(at)tirus-sa.ch), or by sending a letter at:

Legal Department  
Tirus International SA  
Avenue de Gratta-Paille 1  
1018 Lausanne  
Switzerland

### 2) Methods of collection

#### A. Contact Form, written correspondence and Business Interactions

Personal data are collected if the website visitor fulfils, on voluntary basis, the requested information under the "contact" (title, name, e-mail, phone number) section of the website.

The personal data provided via the contact form (and/or written correspondence) shall be processed by Tirus International SA's authorized employees to give you relevant information, to manage your request/enquiry and any related administrative aspects. With the exception of the case mentioned in par.3 ("data sharing") this data will not be shared with third parties (with the exception of our affiliates societies, if your request applies to them), and will be treated confidentially.

If your personal data comes to our knowledge in the course of business interactions, for example if you are the employee of a company who has a contractual relationship with us, your personal data shall be processed within the framework of the related contractual performance, depending on your role and related tasks.

## **B. Browser information and cookies tracking technologies**

Tirus International SA uses, or may use, some cookies on its website. The cookies are the following:

- Necessary cookies are used to guarantee website's functionality.
- Preferences cookies are used to remember your choices (language preferences for instance). Their purpose is to give you a more personalized experience on the website.
- Statistics cookies are used for analytical purposes (to enable us to better understand what is relevant for our visitors, and how they interact with our website). The purpose is to help us to always deliver relevant information, and for our continuous improvement process.
- Marketing cookies are used to offer personalized offers/content that may be relevant to you.

When you are on the website, you can change and customize your cookies settings (except in the very specific case of necessary cookies, which are essential for the use of the website).

### **3) Data sharing**

We will have, in some circumstances, to share your personal data with subcontractors acting on Tirus International SA's behalf, to achieve the purposes mentioned in the present Privacy Notice. The relevant data can also be accessed directly by them via the service concerned.

For instance, your contact person(s) at Tirus International SA save(s) your business contact data in their internal IT tools. Your personal data that may appear in commercial documents (e.g, offers, contracts, sales or purchasing orders) are stored safely on our secured file server and/or our ERP-system.

Tirus International SA shall ensure that these subcontractors offer sufficient guarantees to ensure the protection of your personal data.

Please note the following points:

- if we have to share your request with our affiliate societies, as previously mentioned, some of these societies are located in countries outside the European Economic Area/Switzerland, and may include countries that are not part to the Convention for the Protection of Individuals with regard to Automatic Processing of Personal Data of the Council of Europe (the full list is available [on our website](#)), Therefore, they may not offer a level of protection equivalent to Swiss level. In such a case, and to the extent it is necessary, you expressly allow Tirus International SA to transfer the request to these affiliates.
- Within the framework of our legal obligations, we may be required to disclose your personal data to competent authorities, and/or third parties.

#### **4) Security**

TISA has put in place appropriate organizational and technical measures to protect the security of your personal data.

#### **5) Rights related to Personal Data**

You have rights with regard to your personal data. You have the right to request from us access to your personal data, rectification or erasure of your personal data; you have the right to restrict, or to object to processing of your data. You have in certain circumstances the right to data portability. Where we are processing data based on your consent, you have the right to withdraw that consent at any time.

Please note that the above-mentioned rights are all subject to exceptions, and sometimes they are not applicable depending on the circumstances.

If you want to submit a Data Subject Access Request (DSAR), or any other related right, please fill the form available under “DSAR” and send it by e-mail at [privacy\(at\)tirus-sa.ch](mailto:privacy(at)tirus-sa.ch), or through a letter at:

Legal Department  
Tirus International SA  
Avenue de Gratta-Paille 1  
1018 Lausanne  
Switzerland

#### **6) Changes, applicable law and jurisdiction**

The present notice may be changed at any time. The version published on our website at the respective time applies.

The present privacy policy is subject to Swiss law, without giving any effect to its conflict of law principles. Any dispute arising out or in connection with this privacy notice shall be exclusively settled by the Competent Courts of Lausanne, Switzerland.

**Last modification of the Privacy notice: 24/10/2023**