

### Privacy policy of sercalo.com

We take the protection and security of your personal data very seriously. Sercalo.com's data protection policy is intended to inform you of the rights and freedoms you may assert with respect to our use of your personal data.

#### 1 User information

In accordance with legal provisions, the company informs you of the processing of personal data that it implements, of the identity of the data controller, of the intended use of collected data and of the potential data recipients.

The company is responsible for processing personal data. This processing is carried out in accordance with the Swiss Federal Data Protection Act.

### 2 Name and address of the data controller

The person responsible is the natural or legal person who determines the purposes and means of processing personal data.

In this case, responsibility lies with:

Sercalo Microtechnology Ltd. Rue des Draizes 5 2000 Neuchâtel Switzerland Tel. +41 32 732 15 20 info@sercalo.com

#### 3 Your rights

In accordance with data protection legislation, you have the right to access, query, modify and rectify information concerning you. You also have the right to object to the processing of your personal data for legitimate reasons, as well as the right to object to this data being used for commercial canvassing purposes in accordance with applicable regulations. You may ask for your personal data to be communicated to you. However, the data controller reserves the right to refuse a request in application of legal provisions.

Please send your request by e-mail to info@sercalo.com. We may ask you to provide proof of your identity (e.g. a copy of your ID card).

# 4 Data processed and purpose of data processing

This data processing policy applies to the site sercalo.com. In order to be able to call you back and contact you, we may require certain personal information as described below.

#### 5 General fields of data processed

The following general fields are generally taken from the various forms on the website:

First and last name: Your name is stored so that we know who you are and can contact you.

E-mail address: We store your e-mail address so that we can contact you via e-mail. Contacts can be used for all types of correspondence.

Postal address: Your postal address may be requested for correspondence, billing purposes, or to process your request (arrival/removal/information relating to your home).

Telephone number: Your telephone number may be requested so that we can call you.

Message: Your message featuring technical or commercial information so that we can understand the nature of your request.

#### 6 Retention period

The retention period for personal data is determined by legal retention obligations (depending on the applicable legal basis, these are five, ten or more years) or by the purpose of the data processing in question.

#### 7 Legal basis for processing data

Data processing is lawful to the extent that it is necessary for the performance of a contract to which the data subject is a party, or for the performance of pre-contractual measures taken at the request of the data subject.

Data processing is also legitimate if the data subject has given his or her consent to the data being processed, or if the processing is necessary to fulfil a legal obligation to which we are subject. Data processing is also lawful if it is necessary to safeguard the legitimate interests of Sercalo Microtechnology Ltd. or a third party.

#### 8 Data security

Personal data is secured by technical and organizational measures to make it inaccessible to unauthorized third parties.

#### 9 Disclosure of personal data

We will not sell, share or otherwise distribute



your personal data to third parties, except in situations as described in this privacy statement.

Your personal data may be passed on to third parties who act for us or on our behalf to process the data in accordance with the purposes for which the data was originally collected or for other legally authorized purposes. Such third parties are contractually bound to us to use personal data only for the agreed purposes, not to sell it and not to disclose it to other parties.

Personal data may also be disclosed to third parties if we are obliged to do so by law, court order, official regulation, in the event of criminal or legal investigations and for any other investigations or legal proceedings at national or international level.

We may transfer, store and process your personal data on data sites around the world, for example where our third-party suppliers or partners are located.

### 10 Data logging when visiting this website

When you visit the https://sercalo.com website, the web server automatically records log files that cannot be attributed to any particular person. This data includes, for example, the browser type and version, the operating system used, the referring URL (the page previously visited), the IP address of the requesting computer, the date and time of access to the server's request and the client's file request (file name and URL). This data is collected for statistical analysis purposes only. It is not passed on to third parties, either for commercial or non-commercial purposes.

#### 11 Cookies

On our website, we use session cookies to make it easier for you to use our web pages. These are small text files which are stored on your hard disk only for the duration of your visit to our website and which, depending on your browser settings, are deleted when you leave it. These cookies do not retrieve any information about you stored on your hard disk and do not affect your PC or its files. Most browsers are configured to accept cookies automatically. However, you can disable cookies or set your browser to notify you when you receive a cookie.

#### 12 Google Analytics

The https://sercalo.com website uses Google Analytics, a web analytics service provided by

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA. The cookies used by Google Analytics are stored on your computer and enable analysis of your use of the website.

We use Google Analytics in our legitimate interest to analyze and regularly improve our website, as well as to regularly improve our offer thanks to the statistics obtained. The use of Google Analytics is also based on your consent to the tracking of your browsing behavior on our web pages and its analytical evaluation.

### 13 Privacy statement of third-party providers

Please note that if you click on a link to a third-party site (for example Google or social media or other websites), you will be redirected to a site where our privacy statement no longer applies.

## 14 Right of appeal to a supervisory authority

Without prejudice to any other administrative or judicial remedy, you have the right to lodge a complaint with a supervisory authority, in particular in the state of your place of residence, your place of work or the place of the alleged infringement (at least if this state is Switzerland or Liechtenstein). This is the case if you believe that the processing of your personal data infringes applicable data protection provisions.

### 15 Updating and amending the privacy policy

Parts of this privacy policy may be changed or updated without prior notice.

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