

Data Privacy Policy

This Data Privacy Policy (Dated 24/05/2018) sets out how we, Orbium AG, collect, store and use information about you when you use or interact with our websites and where we otherwise obtain or collect information about you.

If you have any questions about our Privacy Policy, please contact us by sending an email to marketing@orbium.com.

Data controller: The data controller in respect of our websites is Orbium AG, a private company registered in Switzerland (registration number CHE-110.348.037) the registered office of which is at Stockerstrasse 38, CH-8002 Zurich.

You can contact the data controller by writing to Marketing, Stockerstrasse 38, CH-8002 Zurich or sending an email to marketing@orbium.com.

We collect or obtain information about you only when you provide it to us (e.g. by requesting a white paper or publications, subscribing to our newsletter, asking to attend one of our events on our website).

Information we collect: name, contact details, IP address, information about how you use our websites (e.g. which pages you have viewed, the time when you view them and what you clicked on, the geographical location from which you accessed our website (based on your IP address), company name or business name (if applicable), and VAT number (if applicable).

How we use your information:

- When you sign up for our digital newsletters to receive news and offers about our services on our website we collect your email address.
- When you register and create an account on our website you provide the mandatory information required by the registration form, to enable us to register or create an account on our website.

- When you opted in for our newsletter, we will send you marketing communications in relation to our products and services.
- For administrative and business purposes, to improve our business and website, to analyse your use of our websites.

We process your personal data based on the following legal bases:

Legitimate interest(s): responding to enquiries and messages we receive and keeping records of correspondence, registering and administering accounts on our website to provide you access to content and updates you have purchased and facilitate the efficient running and operation of our business. (For EU: (Article 6(1)(f) of the General Data Protection Regulation).

Your consent: you give your consent to us sending you our newsletter, whitepapers or information about our products and services by signing up to receive such information in accordance with the steps described in the registration. (For EU: (Article 6(1)(a) of the General Data Protection Regulation).

Disclosure of your information to third parties: only to the extent necessary to run our business, to fulfil any contracts we enter into with you, and where required by law or to enforce our legal rights.

We may, to enable an efficient and geographically close-by client support, share your personal data with, or transmit it to, relevant employees, another department or office within Orbium's worldwide organization. A list of the Orbium offices that may process your personal data, and their contact information, can be found [here](#).

Do we sell your information to third parties: no, we do not sell your information to third parties.

How long we retain your information: as long as it has an ongoing relationship with you, taking into account any legal obligations we have (e.g. to maintain records for tax purposes), any other legal basis we have for using your information (e.g. your consent, performance of a contract with you or our legitimate interests as a business).

How we secure your information: using appropriate technical and organisational measures such as storing your information on secure servers, encrypting transfers of data to or from our servers using Secure Sockets Layer (SSL) technology, only granting access to your information where necessary.

Your rights in relation to your information:

In the circumstances and under the conditions set out in applicable laws, you have the right to:

- request access to your personal data: this right entitles you to request access to personal data Orbium processes about you, as well as to certain information on such processing;
- request rectification of your personal data: this right entitles you to request the rectification or completion of any of your personal data that would be inaccurate or incomplete;
- request erasure of your personal data: this right entitles you to request the erasure of your personal data, including where such personal data would no longer be necessary to achieve the purposes;
- object to the processing of your personal data: this right entitles you to request that Orbium no longer processes your personal data;
- request the restriction of the processing of your personal data: this right entitles you to request that Orbium only processes your personal data in limited circumstances, including with your consent;
- request a copy or the portability of your personal data: this right entitles you to receive a copy of personal data that you have provided to Orbium.

Please note, however, that certain personal data may be exempt from the above-mentioned rights pursuant to applicable data protection or other laws and regulations.

If, despite Orbium's commitment and efforts to protect your personal data, you believe that your data protection rights have been violated, you have the right at all times to lodge a complaint with a

supervisory authority, either in the country where you live, the country where you work or the country where you deem that data protection law has been infringed.

Sensitive personal information: we do not knowingly or intentionally collect what is commonly referred to as 'sensitive personal information'. Please do not submit sensitive personal information about you to us.

Changes to our Privacy Policy: We reserve the right to make minor changes to our Privacy Policy, by updating our Privacy Policy with a new effective date stated at the beginning of it. Our processing of your information will be governed by the practices set out in that new version of the Privacy Policy from its effective date onwards.

Where we make major changes to our Privacy Policy or intend to use your information for a new purpose or a different purpose than the purposes for which we originally collected it, we will notify you by email. Wherever required, we will obtain your prior consent before using your information for a purpose that is different from the purposes for which we originally collected it.