IMPORTANT NOTE: This document has been partially translated automatically with Microsoft Translator. The valid original document in German can be found at: https://bestattungen-olten.ch/privacy-de.pdf

Privacy policy of Bestattungen Nisio AG

Version from 27.02.2024

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1. What is this Privacy Policy about?

In this privacy policy, we, Bestattungen Nisio AG (hereinafter referred to as we or us), explain how we collect and process personal data. This is not an exhaustive description; if necessary, other data protection declarations regulate specific facts. In principle, we only offer our services in Switzerland and our offer is only aimed at companies and individuals who are based in Switzerland. Personal data is understood to mean all information relating to an identified or identifiable person. If you provide us with personal data of other persons, please ensure that these persons are aware of this privacy policy and only provide us with their personal data if you are allowed to do so and if this personal data is correct.

2. Who is responsible for the processing of your data?

Responsible for the data processing that we describe here is:

Company: Bestattungen Nisio AG, Ziegelfeldstrasse 12, 4600 Olten

Data protection coordinator: Alessandro Fattorini

E-mail: datenschutz@nisio.ch

Website: https://bestattungen-olten.ch | https://vorsorge-olten.ch | https://nisio.ch

If you have any data protection concerns, you can let us know using the contact details above.

3. What data do we process and for what purpose?

We primarily process the personal data that we collect from its users during the operation of our websites (bestattungen-olten.ch, vorsorge-olten.ch, nisio.ch). These are, in particular, server log files, which are required for the secure operation of the website and include, for example: IP address, information about your browser, cookies, date and time of the visit, pages and content accessed, referring website. For maintaining contacts and processing orders, we use your personal data such as name, address, e-mail address and telephone number, if we are aware of them. For the purpose of access control, we record image data with our doorbell (see point 4.4).

4. Who do we share your data with?

When you visit our websites, so-called cookies are used. Cookies are small text files that are stored on your device with the help of the browser. They serve to make our websites more user-friendly and to make your visit as pleasant as possible. Most of the cookies we use are so-called session cookies. These are automatically deleted when you close the browser. Other cookies remain stored on your computer beyond the respective usage process and enable us or our partner companies (third-party cookies) to recognize your browser on your next visit. Most Internet browsers are regularly set to accept cookies. If you do not want this, you can set your browser so that it informs you about the setting of cookies and you only allow the acceptance of cookies for certain cases in individual cases or generally exclude them. You can also activate the automatic deletion of cookies when closing the browser. In addition, you can delete cookies that have already been set at any time via an Internet browser or other software programs.

The procedure for controlling and deleting cookies depends on the browser you are using. You can find information about this in the help menu of your browser. You can find out more about this option for the most commonly used browsers via the following links:

- Microsoft Edge: https://support.microsoft.com/de-ch/help/4468242/microsoft-edge-browsing-data-and-privacy-microsoft-privacy
- Firefox: https://support.mozilla.org/de/kb/cookies-erlauben-und-ablehnen
- Google Chrome: https://support.google.com/chrome/answer/95647?hl=de
- Safari: https://support.apple.com/de-ch/guide/safari/sfri11471/mac and https://support.apple.com/de-ch/HT201265
- Opera: https://help.opera.com/de/latest/

We use services from third parties, in particular to be able to use the necessary digital infrastructure for our offer and to comply with our legal obligations (e.g. accounting by fiduciary office, filing and backup of documents, access control). The provider of the service in question is primarily responsible for the processing of the data collected or transmitted when interacting with such a service or service provider. Insofar as the processing takes place in countries whose legislation does not offer an adequate level of data protection, the protection of your data is ensured with the legally prescribed precautions, such as in particular the conclusion of contractual agreements (standard contractual clauses of the European Commission, which can be accessed here) as well as appropriate technical and organizational measures. In particular, we use the following third-party services:

4.1 Google Analytics

For the purpose of analyzing our websites and their visitors, as well as for marketing and advertising purposes, we use the web analysis service Google Analytics 4, a service of Google LLC, based in the USA,

or if you have your habitual residence in the European Economic Area (EEA) or Switzerland, Google Ireland Limited, based in Ireland ("Google").

Google Analytics uses cookies, which are stored on your device (laptop, tablet, smartphone, etc.) and enable an analysis of your use of our websites. This allows us to evaluate the usage behavior on our websites and to make our offer more interesting based on the statistics/reports obtained.

The information generated by the cookie about your use of our websites (including your IP address) is usually transmitted to a Google server in the USA or Ireland and stored there.

With Google Analytics 4, the anonymization of IP addresses is activated by default. As a result, your IP address will be shortened by Google within Switzerland or the EU/EEA before being transmitted to the USA. Only in exceptional cases will the full IP address be transmitted to a Google server in the USA and shortened there. According to its own statements, Google may process personal data for advertising products in any country in which Google or <u>Google's sub-processors</u> have facilities (cf. <u>locations of</u> Google's data centers).

Google uses this information for the purpose of evaluating your use of our websites, compiling reports on website activity and providing us with other services relating to website activity and internet usage. According to Google, the IP address transmitted by your browser as part of Google Analytics will not be merged with other Google data. When you visit our website, your user behavior is recorded in the form of events (such as page views, interaction with the website or your "click path") as well as other data such as your approximate location (country and city), technical information about your browser and the end devices you use or the referrer URL, i.e. via which website / advertising material you came to our websites.

You can prevent the collection and transmission of the data generated by the cookie and related to your use of our websites (including your IP address) to Google and the processing of this data by Google by downloading and installing the <u>browser add-on to deactivate Google Analytics</u>. If you wish to object to interest-based advertising by Google, you can use the <u>setting and opt-out options</u> provided by Google.

Your personal data will be deleted or anonymized after 6 months.

An overview of the use of data in Google Analytics and the measures taken by Google to protect your data can be found in the Google Analytics Help.

Further information on the <u>terms of use of Google Analytics</u> and data <u>protection at Google</u> can be found in the respective documents.

4.2 Google Maps

On the basis of our legitimate interests, we use Google Maps to display our location, a service provided by Google LLC, 1600 Amphitheatre Parkway Mountain View, CA 94043, USA, or, if you have your habitual residence in the European Economic Area or Switzerland, Google Ireland Limited, Gordon House, Barrow Street, Dublin 4, Ireland ("Google").

By using Google Maps, information about your use of our website (including your IP address) may be transmitted to and stored by Google on servers in the United States or Ireland. Google stores this data as user profiles for the purpose of tailoring its services, advertising and market research. If you are logged in to Google, your data will be assigned directly to your account. If you do not want this, you must unsubscribe beforehand. You can prevent the use of Google Maps by deactivating Javascript in your

browser settings. However, this may lead to functional restrictions in the use of our website in individual cases.

For more information about Google Maps' terms of use and privacy policy, please visit https://www.google.com/intl/de-de/help/terms maps.html and https://policies.google.com/privacy.

4.3 Hetzner

Hosting; server log files; Provider: Hetzner Online GmbH (Germany);Information on data protection: <u>Privacy Policy</u>

4.4 DoorBird

Access control; Image; Provider: Bird Home Automation GmbH (Germany);Information on data protection: <u>Privacy Policy</u>

4.5 Apple

Calendar and contact management, backup; Contact- and Address data; Provider: Apple, Inc. (USA); Information on data protection: <u>Privacy policy</u>

4.6 Microsoft

Document Management, Backup (OneDrive); contact and address details; Provider: Microsoft (USA); Information on data protection: <u>Privacy Policy</u>

5. How long do we process your data?

We process and store your personal data for as long as it is necessary for the fulfilment of our contractual and legal obligations or otherwise for the purposes pursued with the processing, i.e. for the duration of the entire business relationship (from the initiation, processing to the termination of a contract) and beyond that in accordance with the statutory retention and documentation obligations. It is possible that personal data will be retained for the period in which claims can be asserted against our company and insofar as we are otherwise legally obliged to do so or legitimate business interests require this (e.g. for evidence and documentation purposes). As soon as your personal data is no longer required for the above-mentioned purposes, it will be deleted or anonymized as far as possible. For operational data (e.g. system logs, logs), shorter retention periods of twelve months or less apply.

6. How do we protect your data?

We take appropriate technical and organizational security precautions to protect your personal data from unauthorized access and misuse, in particular in the case of IT and network security solutions, encryption of data carriers and transmissions.

7. What rights do you have?

Within the framework of data protection law, you have the right to information, correction or deletion of personal data. Please note, however, that we reserve the right to enforce the restrictions provided for by law, for example if we are obliged to store or process certain data. The exercise of such rights usually requires that you clearly prove your identity (e.g. by means of a copy of your identity card, where your identity is otherwise not clear or cannot be verified). To assert your rights, you can contact us at the address given in section 2. Each data subject also has the right to enforce his or her claims in court or to lodge a complaint with the competent data protection authority. The competent data protection authority in Switzerland is the Federal Data Protection and Information Commissioner (https://www.edoeb.admin.ch).