

RUWAG Handels AG Bielstrasse 52 2544 Bettlach

#### Actual version: september 2023

We appreciate your interest and demand of our services! The protection of your privacy data is subject to our highest priority.

We would like to inform you in this data protection declaration how we process your personal data in the framework of our operational business tasks only. Please take few minutes of time for carefully reading the information as follows:

### 1. Responsible position

The responsible for processing personal date in framework of this data protection declaration only is:

**RUWAG Handels AG** 

Bielstrasse 52

2544 Bettlach

For further information please contact us by e-mail: <a href="mailto:admin@ruwag.ch">admin@ruwag.ch</a> or

by phone: +41 (0) 32-644 2727

# 2. Type and purpose of data processing

We process personal data of employees, business partners and suppliers for the purpose of:

- Order processing and communication in the framework of our business relationships
- Personal management and payroll accounting of our employees
- Accounting and Finances
- Customer and Supplier Management
- Compliance with legal obligations
- Quality Assurance and Customer Support

# 3. Legal basis for data processing

The processing of personal data is based on data protection laws of Switzerland, notably as per article 6 of DSG (data protection law) for purposes of contract fulfillment and legitimated interests as far as they do not cross interests worthy of protection.

### 4. Data recipient

Your personal data is only transferred to positions within our company which require this data for fulfillment of contractual and legal obligations. Any further transfer to a third party is explicitly bound to fulfillment of our services or to fulfillment of legal requirements.

### 5. Storage period

We store personal data only within the period required for fulfillment of the purposes mentioned above or the legally required retention period.

### 6. Your rights as person concerned

You have the right for disclosure of your personal data stored by Ruwag. You also have the right of data correction, deletion, or restricted data processing. You may also raise objection to the processing of your data and have the right of data transferability. Please contact us as mentioned in section 1 if you want to perceive such rights.

### 7. Contact

If you have any question on your personal data processing or the implementation of this data protection declaration, please contact us at: <a href="mailto:admin@ruwag.ch">admin@ruwag.ch</a> or call us by phone: +41 (0) 32-644 2727.

We reserve us the right to actualize this data protection declaration when needed. The actual version will be published on our website.

August 28, 2023
Daniel Rothenbuehler

DRukban

General Manager

RUWAG Handels AG Bielstrasse 52 2544 Bettlach