

# Privacy Policy

Bühler AG (“Bühler”) is committed to protecting your privacy. This Privacy Policy sets forth the principles applied to the collection and processing of your data in connection with your use of the ChocoGenius e-Learning platform (hereinafter “Application”) that allows you to participate on one or more trainings. These principles apply to all data you provide and we collect based on your use of the Application. This Privacy Policy does not apply to other Bühler sites, products or services.

## Data Collection

Some personal information may be collected about you if you choose to participate in a training provided by the Application. In particular, your responses to the Application’s questions, as well as details about how you connected to this Application website, including your IP address, and the date and time when you connected may be collected. Information collected may also include contact details, such as your name, address, email address and phone number.

Application responses are collected by Bühler. All information collected by Bühler in the context of this Application will be shared with your employer.

## Purpose of Data Processing

Your responses to the training questions and training results will be linked to your name or to any contact information that you have provided to Bühler. Your responses to the training questions, and information about how you connected to the training website, may be aggregated with other training responses or training results.

Your contact details, including your name, phone number, address and email address, may be used by your employer to carry out a training, to communicate with you about a completed training on the Application, to provide you with incentives for completing the training, and to carry out any additional training(s) your employer has requested or authorized. Bühler may also use the collected information to administer the Application, to improve the Application, and to analyze aggregate trends and training results.

## Forwarding of Data

We may forward your data to other Bühler Group companies, agents or supplier of Bühler for the purpose as specified in this Policy. The other companies of Bühler Group may use your data in their own interests for the same purposes as we do.

Furthermore, we may pass on your data to service providers outside Bühler Group processing on our behalf contracts you concluded with us (e.g. forwarding agents, banks).

In addition, we may also forward your data, if we regard this as necessary to comply with the applicable laws and regulations, for court proceedings, if required to do so by the competent courts and authorities, or under other legal obligations, in order to protect and defend our rights, interests and/or our property.

We do not rent or sell your data and we will not disclose it to any people or non-affiliated companies not mentioned above, except with your consent.

We may store and process your data in any country in which Bühler, affiliates and agents of Bühler and/or our hosting providers maintain facilities and/or servers. By using our services, you consent to the transfer of your data among these countries.

## Information Security

We take appropriate security measures to protect your personal data against unauthorized access or unauthorized alteration, disclosure or destruction. Nevertheless, you should always be aware that the transmission of data over the internet or other electronic means entails certain security risks, and that we cannot give any guarantee for the security of data that are transmitted in this way.

We restrict access to your personally identifying information to Bühler employees who need to know that information in order to fulfill your request or supply our services.

## Data Controller

Controller of your personal data is Bühler AG, Gupfenstrasse 5, 9240 Uzwil, Switzerland. If you would like to assert your rights in respect of your personal data, you may contact us as follows:

[ConsumerFoods@buhlergroup.com](mailto:ConsumerFoods@buhlergroup.com)

### **Right to Information and Correctness of Data**

You may request information from the controller of the data as to whether data concerning you is being processed. Furthermore, you may object to the processing of your data, request that incorrect data be corrected or demand the deletion of your personal data.

### **Cookies**

When you connect to the Application, this website may place one or more "cookies" on your machine. A "cookie" is a small file containing a string of characters that is sent to your computer when you visit a website. This website uses cookies to operate and, for example, to prevent Bühler from inadvertently presenting you with the same training twice. You can use your browser settings to remove or block cookies on your computer.

### **Log Files**

Every time you access our website, certain usage data are transmitted to us by your internet browser for technical reasons, and stored in protocol files, known as log files. The usage data in question are the following: the date and time our website is called up; the name of the website called up; the IP address of your computer or mobile device; the address of the website from which you accessed our website; the volume of data transferred and the name and version of your browser.

Any analysis of the log files helps us to further improve our internet products and make them more user friendly, to find and remove errors quickly, and to control server capacities.

### **Links**

The Website can contain links to websites of third parties. Bühler does not control these third party websites. These other sites may place their own cookies on your computer, collect data or solicit personal information.

### **Changes to this Policy**

Please note that this Privacy Policy will change from time to time. We expect most changes to be minor, but there may be changes that are more significant. When Bühler posts changes to the Policy, Bühler will revise the "last updated" version on this Application, if the changes are significant, we will provide a more prominent notice.

The respective version of the Policy will be noted at the top of the front page of the Policy. Prior versions of the Policy will be kept in an archive for you to view.

This policy has been established on April, 10<sup>th</sup>, 2017. Should you have any questions, please do not hesitate to contact us any time at [ConsumerFoods@buhlergroup.com](mailto:ConsumerFoods@buhlergroup.com)