

## Itecor Privacy policy

At Itecor, we care about your privacy. Itecor and all its affiliates (hereinafter Itecor referred to as "we" or "us") are committed to maintaining the privacy of every current, former and prospective customer.

We recognize that you entrust important personal information to us, and we wish to assure you that we take our responsibilities seriously in protecting and safeguarding this information. This Privacy Policy ("Policy") describes in detail how we deal with information that we collect on Itecor website (the "Site").

This Policy may be updated at any time. Please ensure that you regularly read the latest version of this page. The first section of the Policy tells you when the last update was done.

### Purpose

The purpose of this privacy policy is to provide clear notice about personal and other information collected through your interactions with Itecor, notably through our main website <http://www.itecor.com/>, including mobile applications.

The intended audience of our Website does not include children; therefore, we do not capture personal data from children. If you believe your child has provided us with personally identifiable information, and you would like to have the information removed, please contact us at: [info@itecor.com](mailto:info@itecor.com).

This version was released on 20<sup>th</sup> September 2017, version 1.1 and is fully aligned with latest legislations, Swiss Laws LPD and EU, EEA zones laws DPD and GDPR. We are not concerned by USA Privacy Shield, we don't transfer any data to USA.

### Data collected when browsing Itecor Website

Your interactions with Itecor Website may lead you to provide us with different type of personal information depending upon your access and use to our Website. Any such information is provided at your own choice and shall affirmatively and deliberately be released by you in accordance with the terms of this Privacy Policy.

The provision of such information may take place in the generic ways defined below. Should you want further details on the exact data collected, please contact us [info@itecor.com](mailto:info@itecor.com)

### Browsing

You can access our Website home page and browse our site without having to register in any way. When you merely browse our Website, we do not collect any personal identifiable information. In the absence of any registration on Itecor Website, we only collect basic **anonymized** information about your computer and connection, including the type of Internet browser you use, time spent on Itecor Website, the pages visited and the IP address of your internet service provider (ISP).

We will only use the information described above to monitor and improve our Website, ensure that we provide you with the proper information, and for security purposes.

## **Data collected when corresponding with us**

If you contact Itecor by mail, email or any official Itecor communication channel, or expressly share information with us in relation to inquiries you may have, we will keep a record of the information you provide us solely for the purpose of responding to your inquiry.

## **Purposes**

The personal information collected as defined above can be used for the general purposes of enabling you to fully benefit from the Itecor Website functionalities.

## **Sharing**

The personal information that you voluntarily and deliberately provide Itecor may be shared in the following ways:

## **In general**

We do not sell, rent, lease or otherwise make available any personal information to third parties (for any exceptions, your prior consent will be required). We reserve the right to disclose information to authorities when required to do so in connection with legal or regulatory proceedings. We do not transmit any personal information outside of Switzerland

Itecor may use sub-contractors to perform part of the services we provide to you. As a result, your data may be shared with such subcontractors, solely and exclusively, in order to support Itecor in performing its services. Any data shared are deleted by these sub-contractors, once their services in relation to your data has been performed.

Itecor shall ensure that any sub-contractors shall review and accept to comply with Itecor internal privacy policy

## **Links on Itecor Website**

Our Website can contain links to other sites. Although the Itecor logo and references to Itecor may appear on some third-party websites, please be aware that Itecor is not responsible for the privacy practices of other sites. This privacy statement applies solely to information collected by our Website. We encourage you to be aware when you leave our Website and read the privacy statements of each and every website that collects personally identifiable information.

## **Data Security**

Itecor takes every precaution to protect your information. When you submit personal information via Itecor Website, your information is protected both online and offline. For example, when our registration form asks you to enter personal information, the information is protected during transmission by an industry-standard high level of encryption - 256-bit SSL.

Any information you provide us is stored on Servers hosted in Switzerland at the Itecor premises, which are controlled by Itecor in a secure environment, in a locked facility so as to safeguard your information and

avoid any data loss to the extent possible, or in the European Economic Area (EEA) zone in accordance with applicable laws and regulations.

### **Changing, updating personal information and Data Retention**

Itecor will store information about you for as long as you do not ask Itecor to remove your information, however no longer than 3 years. To access your personal information or have it modified, updated or deleted during the retention period, in whole or in part, please contact Itecor at [info@itecor.com](mailto:info@itecor.com).

Such data may, after the retention period, remain on our back-ups systems although rendered inaccessible to Itecor staff for any business or operational purposes.

### **Cookies**

We believe that the use of cookies enables us to provide you with a more meaningful web experience. We use cookies and other tracking technologies to see which Itecor Website's pages you have visited, for traffic analysis. We do not collect or store any personal data through these cookies or other tracking technologies.