

# Privacy Policy

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This document has been translated with an automatic system. Only the French version is binding.

## 1. Principle

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FAJI, organizer of SIAMS attaches great importance to the protection of your privacy. This statement sets out our privacy policy, i.e. the processing of personal data collected through our website or online services, and more generally, in connection with the products and services we provide.

We collect and process your personal data with the utmost care and in compliance with the applicable legal provisions; Their processing is limited to what is strictly necessary and takes place only for the purposes described in this statement. We keep your personal data only for the time necessary for the provision of our services or for the duration provided for by law. In close collaboration with our hosting providers, we make every effort to protect our databases from external intrusions, loss, misuse and falsification.

This statement is based on the European General Data Protection Regulation (GDPR). Although the GDPR is an EU regulation, it is of great importance to us. Swiss data protection law is heavily influenced by European law, and companies outside the EU or EEA are required, in some cases, to comply with the GDPR.

## 2. Data Protection Officer

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The management of FAJI SA is responsible for compliance with the applicable data protection provisions. You can contact us with any questions about our privacy policy at the following address:

FAJI SA / SIAMS  
Industrial Street 98  
2740 Moutier  
[info@faji.ch](mailto:info@faji.ch)

## 3. Collection and processing of personal data

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We process the personal data we collect in the context of the organization of events related to the microtechnical world and the promotion of apprenticeship courses and technical professions. We also process personal data as part of our information services and our SIAMS service offer.

To the extent permitted by law, we also collect certain data from publicly available sources (e.g. debt collection register, land register, commercial register, press, Internet) or obtain it from public authorities and other third parties strictly within the framework of our activities.

For teleconferences, online meetings, video conferences or webinars ("online meetings"), we use the "Microsoft Teams" service without on-site infrastructure. We do not process data related to this context. The online meeting is only recorded upon prior notice and in any case saved locally.

#### 4.Purposes of data processing and legal bases

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We use the personal data collected by us for the proper organization and functioning of our events and services. In addition, we use the data for the conclusion and execution of contracts with our customers and business partners (e.g. setting up stands for an edition of SIAMS).

We also process personal data about you and others to the extent permitted by law and insofar as we deem it appropriate, in particular for the following purposes, in which we (and sometimes third parties) have a legitimate interest:

- Information about events, offers, services, websites and other platforms on which we are present;
- Communication with and processing of third party requests (e.g. applications, media requests);
- Control and optimization of needs analysis procedures for the purpose of a targeted approach to customers, but also the collection of personal data from publicly available sources for customer acquisition;
- Advertising and information about our offers and services insofar as you have not objected to the use of your data (when we send you advertising because you are one of our customers, you can object to this at any time; you will then be registered on an advertising block list);
- Market research, opinion polls, media observation;
- Maintaining the proper functioning of our services, including the IT infrastructure of the microtechnical information platform.

Insofar as you have given us your consent for the processing of your personal data for specific purposes (e.g. subscribing to our newsletters or other requests via the online forms on our website), we process your personal data within the scope of and on the basis of this consent, unless there is another legal basis or other valid grounds. A given consent can be revoked at any time; However, this revocation will have no effect on the data already processed.

#### 5.Cookies, tracking and other technologies related to the use of our website

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##### 5.1. Cookies and image elements

On our websites, we use "cookies" and other similar techniques to identify your browser or device. A cookie is a small file that is sent to your computer or even automatically saved on your computer or mobile device by the web browser you use when you visit our website. When you visit this same site again, we may recognize you, even if we do not know who you are. In addition to cookies that are only used during a session and are deleted after you have visited the website ("session cookies"), cookies that save user settings and other information for a certain period of time (e.g. two years) may also be used ("permanent cookies"). However, you can set your browser to refuse cookies, save them only for one session or delete them early. Most browsers are pre-configured to accept cookies. We use permanent cookies to better understand how you use our offers and content. When you disable cookies, some features (e.g. automatic language selection) may no longer work. In our newsletters and other marketing e-mails, we integrate, within the permitted limits, visible and invisible image elements that allow us, by consulting our servers, to determine if and when you have opened the e-mail in order to be able, in this case too, to measure and better understand how you use our offers and adapt them to your needs. You have the option to block this process in your email program.

## 5.2 Marketing newsletters and emails

By using our websites and consenting to receive newsletters and other marketing emails, you agree to the use of these techniques. If you do not want this, you must set up your server or e-mail program accordingly.

## 5.3 Google Analytics

We sometimes use Google Analytics on our websites. This is a third-party service that can be located in any country in the world (in the case of Google Analytics, it is Google LLC in the United States, [www.google.com](http://www.google.com)) through which we can measure and evaluate the use of the site (based on non-personal information). For this purpose, permanent cookies created by the service provider are also used. We do not share any personal data with the service provider (who does not store any IP addresses), but the service provider may track your use of the site, combine this information with data from other web pages that you have visited and that it also tracks, and use this information for personal purposes (e.g. advertising management). If you are registered with the service provider, they also know you. The processing of your personal data by the service provider is therefore its responsibility in accordance with its privacy policy. The service provider only tells us how our various websites are used (no personal information about you).

We have activated IP anonymization, which means that the IP addresses of users of our websites that are necessarily transmitted to Google Analytics servers are truncated automatically and as soon as possible (masking the last octet of the address).

For more information, see Google Marketing Platform.

## 6. Transfer of data to third parties

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Your personal data will not be transmitted, sold or otherwise transferred to third parties, unless they are necessary for the execution of the contract (e.g. rental of equipment at exhibitions).

The recipients of this data are partly in Switzerland, but may be located abroad. If we transfer data to a country that does not offer adequate legal data protection, we ensure an appropriate level of protection by means of corresponding contracts or rely on the following exceptional cases: consent, performance of the contract, establishment, exercise or defence of legal claims, overriding public interests, published personal data or the need to protect the integrity of data subjects.

## 7. Retention period of personal data

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We process and store your personal data for as long as this is necessary for the fulfilment of our contractual and legal obligations or for the purposes pursued by the processing, i.e. for the duration of a business relationship (in this context, the pre-booking of a stand via the intention form for the next edition of SIAMS is an integral part of the business relationship) and beyond this period in accordance with legal retention and documentation obligations. We may retain personal data for the period during which claims can be made against us and because we are obliged to do so by law or by legitimate business interests (e.g. for evidentiary or documentation purposes).

## 8.Data security

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We take appropriate technical and organizational security measures to protect your personal data from unauthorized access or misuse such as the development of guidelines, training, solutions for IT and network security, access control and restriction, encryption of data carriers and transmissions, pseudonymization and controls.

## 9.Obligation to make personal data available

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In the context of our business relationship, you are obliged to provide us with the personal data that is necessary for the conclusion and management of a business relationship as well as for the fulfilment of any contractual obligations arising from it (as a rule, you are not obliged to provide us with any legal obligation to provide us with data). Without this personal data, we are generally unable to enter into a contract with you (or the entity or person representing you) and to perform it or comply with our legal obligations.

## 10.Profiling and automated decision-making

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Personal data is not subject to automated decision-making. No profiling is carried out with personal data.

## 11.Rights of the data subject

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Within the framework of the data protection law applicable to you and insofar as its provisions provide for it (as in the case of the GDPR), you have a right to information, rights to rectification, erasure, restriction of the processing of your data, as well as to object to our processing of your data and to the provision of some of your data with a view to transmitting them to another entity (data portability). Please note, however, that we reserve the right to apply restrictions provided for by law, for example where we are required to store and process certain data, have an overriding interest in it (to the extent that we can rely on it) or need it for the exercise of our rights. If fees apply, we will notify you in advance. We have drawn your attention to your right to revoke your consent in Section 4. Please note that the exercise of these rights may conflict with contractual agreements and have consequences such as early termination of a contract or the application of fees. In this case, we will inform you in advance unless this is stipulated by contract or provided for by law.

The exercise of such rights in principle requires that you provide clear proof of your identity (e.g. by means of a copy of your identity card if your identity is not clear or cannot be verified otherwise). To assert your rights, you can contact us at the address indicated in Section 2.

Any data subject also has the right to assert 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 (<http://www.edoeb.admin.ch>).

## 12. Modifications

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We reserve the right to change this privacy statement at any time without notice. The valid version is the one currently published on our website. Where appropriate, we will notify you by email or other appropriate means of the update of this statement.

FAJI SA

Version 2023-05-09

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