



A + A Assureurs Associés SA

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Member of

S//B/A



Self-declaration on data protection

Protecting your personal data is important to us. We aim to process the personal data we receive from our customers, employees and third parties ("data subjects" or "you") in a way that is consistent with our corporate values and Swiss data protection law.

We process your personal data in accordance with the following principles:

1. In principle, we only collect and process personal data about you that is necessary to carry out the tasks for which you have commissioned us.

We may also use any contact details you provide for marketing purposes or to invite you to our events (e.g. by sending you our newsletter).

In addition, we may make your personal data anonymous and then use it to improve our services, compile statistics or organise internal training courses.

2. We retain your personal data for as long as we need it to fulfil our contractual and legal obligations (e.g. retention obligations, outstanding claims). As long as legal claims by or against us are not time-barred, we may continue to retain your personal data.
3. We regularly check our technical and organisational measures for protecting your personal data and, if necessary, take more stringent or better measures. We ensure that our employees report any anomalies, suspicious cases or incidents to us immediately so that we can fulfil our notification and damage mitigation obligations.
4. If particularly risky data processing operations are carried out, we carry out the necessary risk assessments and document them.
5. We have put in place an authorisation concept, which means that we limit access to your data to those employees who need it for their work.
6. As a general rule, your personal data will only be passed on to external third parties if this is necessary for pre-contractual clarifications or for the performance of the mandate contract, or if you have given your consent to the data being passed on.
7. If we receive an official decision from an authority regarding the disclosure of your personal data, we will take reasonable and authorised measures to protect it (for example, by masking

irrelevant parts or by encrypting it).

8. If personal data is transferred outside the European Economic Area, we always check whether there is an adequacy decision for the recipient country. If this is not the case, we take appropriate contractual and, where necessary, technical measures to ensure adequate data protection.
9. You have the right to ask at any time whether we are processing your personal data and, if so, which data. In addition, you may, in certain circumstances, request that your personal data be surrendered or transferred, corrected or deleted, or object to unlawful processing.

To enable us to examine your request in good time, we ask you to enclose proof of identity (e.g. a copy of your identity card) for security reasons. For particularly complex requests, we may require a contribution to costs of up to CHF 300.00. As a general rule, you will receive our reply within 30 days.

10. If you have any questions about data protection, please contact :

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