

DATA PRIVACY STATEMENT

WEBSTAMP

Data collected in the process of using WebStamp are collected, processed and used by us, Post CH Ltd (hereinafter referred to as "Swiss Post"), as the provider of this website. The protection of your personal data is of particular importance to Swiss Post. That is why we handle personal data in a responsible manner and in accordance with the legal data protection regulations in force as a matter of course. This data privacy statement explains which data we collect through the use of WebStamp, for what purposes and by which means we collect, process and use the data and what your rights are.

1 Data collection and processing when accessing our web pages

In principle, WebStamp can be used only when personal data is disclosed. When placing an order, registration is therefore necessary. As is common practice on many websites, when accessing individual web pages on our web servers and through the use of our web analysis software, the following non-personal data is collected and processed.

a Automatic logging

Our web servers automatically save data associated with accessing a web page/file on our website temporarily in a log file. User-specific data (e.g. the IP address of the computer making the request, the identification data of the browser used, the operating system of the computer making the request, the data volume transferred, the name of the Internet access provider, the date and time of access) and technical data (e.g. the name and URL of the file accessed, the URL of the referring web page if access results from a link and the search term if access results from a search engine) are saved. We cannot attribute these data to specific individuals and such data is therefore not personal. These data are neither combined with other data nor forwarded to third parties and no personal user profile is created. The data is processed for the sole purpose of making it possible to use WebStamp (connection) as well as for internal purposes relating to the system, such as technical administration, system security and user statistics, with a view to ensuring, by means of anonymous analysis of the general patterns of use, that the website is better tailored to your needs (cf. points 1 b–d).

b Cookies

Our web servers place cookies in the memory of your browser. Cookies are small text files containing data used to support the technical control of the session, and in particular to identify the browser, for the duration of the visit to WebStamp. They enable us to conduct an anonymous analysis of the general patterns of use based on the number of visitors so that we can better tailor the website to your needs. No connection to individuals can be derived from the cookies. Naturally, you can also view WebStamp without cookies. However, most browsers accept cookies automatically. **You can prevent cookies from being stored or instruct your browser to display a warning message before a cookie is stored by adjusting your browser settings accordingly.** For more information concerning these functions, please consult the help menu of your browser. However, if you deactivate the use of cookies, you may not be able to use some of our website functions, individual web pages or parts thereof, or you may only be able to use them subject to restrictions.

c Statistical evaluation

We use web analysis and market analysis software for the statistical evaluation of visitor access. Both software systems place cookies in the memory of your browser which enable them to analyse how you use WebStamp. As already mentioned in 1 b,

you can prevent cookies from being stored by adjusting the settings of your browser software accordingly. Furthermore, you can decide whether a specific web analysis cookie can be placed in your browser in order to enable us to generate and analyse a selection of statistical data.

d Google Analytics, Google AdWords conversion tracking and Google remarketing

WebStamp uses Google Analytics, Google AdWords conversion tracking and Google remarketing, which are all web analysis services provided by Google Inc. ("Google"). Google Analytics uses cookies, i.e. text files which are stored on your computer and which facilitate the analysis of the use of WebStamp in an anonymized, non-personal form. The information generated by cookies about your use of this website is generally transferred to a Google server in the US, where it is stored. Additionally, third-party provider DoubleClick cookies are used to enable remarketing in the Google Display Network. As part of Google AdWords conversion tracking, a cookie is used to determine performance once you have clicked on an AdWords advertisement. As part of Google remarketing, cookies are used to anonymously collect data on website visitor behaviour for marketing purposes so as to adapt advertisements to potential customers. If the IP anonymity function is activated on this website, your IP address will be abbreviated by Google beforehand within the Member States of the EU or in other states which are signatories to the Agreement on the European Economic Area. Only in exceptional cases is the full IP address transferred to a Google server in the US, where it is subsequently abbreviated. Google will use this information on behalf of the operator of WebStamp to analyse the way in which you use WebStamp, to compile reports concerning the website activities and to provide other services linked to the use of WebStamp and the Internet vis-à-vis the website operator. The IP address transferred by your browser as part of Google Analytics is not combined with other Google data. You can prevent cookies from being stored by adjusting the settings of your browser software accordingly. We should nevertheless advise you that by doing so, you will not necessarily be able to use WebStamp's functions in their entirety. Furthermore, you can prevent the data generated by the cookie relating to your use of WebStamp (incl. your IP address) from being relayed to Google and processed by Google by downloading and installing the browser plug-in available via the following link. You can object to data collection and storage at any time with future effect. You can review how cookies are used for Google AdWords conversion tracking and Google remarketing at www.google.com/ads/preferences and deactivate their use at www.networkadvertising.org/managing/opt_out.asp. You can find more information on this at www.google.com/intl/en/analytics/privacyoverview.html (general information on Google Analytics and data protection). More information about data privacy and the terms and conditions of using Google can be found at www.google.ch/policies.

2 Data transfer to third parties

The information generated by cookies is generally transferred to a Google server in the US, where it is stored. Google may transfer this information to third parties insofar as this is provided by law or third parties process this data on behalf of Google. Google observes the data protection principles of the US Safe Harbor agreement and is registered with the Safe Harbor Program of the US Department of Commerce. However, personal data collected when using WebStamp is not transferred to third parties or transmitted in any other way. The personal data collected will only be used to implement the services. However, we do not always process data ourselves, but instead

source individual services from our outsourcing partners. We are entitled to make the data accessible to third parties insofar as they undertake to process the data in accordance with the present contractual use and to treat the data as confidential. Third parties engaged to provide services may have their headquarters abroad and process data outside Switzerland. To send addressed mailings, you must provide us with the recipient's address data. These data are sent to our service providers in the form of a print file only. Any further use, e.g. as an Excel file, is not possible. The data required to produce mailings are stored exclusively in Switzerland. In individual cases, insofar as it is permitted by law and/or with your prior consent, certain personal data may be relayed to other [companies of the Swiss Post Group](#) in accordance with the processing purposes of which you have been informed previously.

3 Data security

The data collected and stored by us will be treated as confidential and are protected by means of appropriate technical and organizational measures against loss and alteration as well as against unauthorized access by third parties. Login information is transmitted between your computer and us in encrypted form.

4 Your rights

a Information and disclosure rights

You are entitled to obtain all information concerning your personal data, its origin and recipients and the purpose for which it was saved. To do so, you can contact us by e-mail at info@swisspost.ch. If you have any questions on data protection and for more information, please feel free to contact us using this address.

b Correcting, blocking and deleting/withdrawing consent

You are entitled to have your personal data saved by us corrected, blocked or deleted at any time. If there are any legal, contractual, commercial or fiscal reasons to oppose deletion of the data, in particular legal data retention periods, the data will be blocked rather than deleted. Insofar as you make use of these correction, blocking or deletion rights or if you want to fully or partially withdraw a processing declaration of consent and use your personal data, please contact us by e-mail at info@swisspost.ch or by post (Post CH Ltd, PostMail, Data Protection Officer, PM8, Wankdorfallee 4, 3030 Berne, Switzerland).

If you wish to contact us by e-mail, please be advised that the content of unencrypted e-mails can be read by third parties. We therefore recommend you send any confidential information in encrypted form or by post.

5 Changes to the data privacy statement

Due to the further development of WebStamp or to legislative changes, this data privacy statement must be modified from time to time. Swiss Post therefore reserves the right to change the data privacy statement at any time with future effect. We therefore recommend that you read this data privacy statement at regular intervals.

6 Form of publication

The current GTC (WebStamp), which constitute an integral part of the contract, can be viewed at www.swisspost.ch/gtc. In particular cases, Swiss Post can provide customers with a physical version of the GTC on request. The Customer acknowledges that paper versions are only copies of the current and legally binding GTC published via electronic media and that paper versions of the GTC are legally binding only if they correspond fully to the electronic version.

Authorized representative: Ulrich Hurni

Commercial register number: CH-035.8.017.217-7

Commercial register office: Commercial register of the Canton of Berne

Company ID no.: CHE-435.551.225

Regulatory authority: [PostCom](#)

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