

## BRP Tax SA

# PRIVACY NOTICE

*In the course of their activities, BRP SA and BRP Tax SA collect, use, store, and process “personal data” to give you access to their products and solutions, in particular their regulatory information. As such, BRP SA and BRP Tax SA act as “data controllers”.*

*The Privacy Notice explains what personal data is collected, why and for which purpose it is collected and stored, and how it is used.*

## SCOPE OF THE PRIVACY NOTICE AND YOUR CONSENT

By using our Sites or by giving us your personal data, you accept the practices described in the Privacy Notice. If you do not agree to the Privacy Notice, please refrain from using or visiting our Sites or providing personal data.

BRP SA and BRP Tax SA reserve the right to make changes to the Privacy Notice at any time. Please review our Sites on a regular basis to stay informed.

## WHAT PERSONAL DATA WE COLLECT ABOUT YOU

We only collect personal information that is necessary for a specific purpose and that you provide to us with your consent, based on a contract with us, or through your actions or for a legitimate reason:

- > Personal contact information, such as first, last name, professional e-mail address, and title to give you access to our products and solutions, on a subscription basis;
- > Further contact information related to your subscription, such as postal address and phone number;

We also use cookies and other tracking technologies which collect certain kinds of information when you interact with our Sites or open our emails, such as IP addresses, devices, or browsing preferences. You can find more information in our Cookie Notice.

We may collect personal data about you from third party data aggregators (e.g. Google), public sources, and third-party social networking sites. Such information may include personal data as part of your profile on a third party social network and that you allow that third party to share with us, pursuant to their rules.

# WHY WE COLLECT PERSONAL DATA AND HOW WE USE IT

We may collect and use your personal data for a number of purposes, including:

- > To respond to your queries about our products and solutions;
- > To allow you to subscribe to our regulatory information and to access our products and solutions, on a subscription basis;
- > To send relevant information to you about our products and solutions, and any related matters.

## WITH WHOM WE SHARE PERSONAL DATA

We do not sell your personal data to third parties.

We may only disclose your personal data to the following entities:

- > Authorities, if so requested by law.

Our Sites may use third parties such as network advertisers and ad exchanges to serve you ads on third party websites after you leave our Sites, and we may use third party analytics and other service providers to evaluate and provide us and/or third parties with information about the use of the Sites. See more information in our Cookie Notice.

We might propose social plugins, in which case we may collect and process information relating to your account on social media platforms. The third-party platform's use of information collected from you (or as authorized by you) is governed by its own privacy policy and your settings on the service.

## HOW WE STORE, SECURE, AND RETAIN PERSONAL DATA

We take all reasonable technical and organisational measures to protect the personal data we hold against loss, unauthorised access or disclosure, and against other misuse. Your personal data will not be sold or disclosed to any other third parties except as provided in the Privacy Notice.

When the personal data that we collect is no longer required for the given purpose, or for legal requirements, we destroy or delete it in a secure manner.

## YOUR RIGHTS

You can request access to the personal data we hold about you by contacting us at [dataprotection@brpsa.com](mailto:dataprotection@brpsa.com). You have the right to tell us if you would like to withdraw your consent, correct, update, or delete your personal data in our records, or object to any processing. To assist us in dealing with your request, please provide your full name and details.

You may opt-out at any time from marketing communications by contacting us at [dataprotection@brpsa.com](mailto:dataprotection@brpsa.com). You may also limit the use of tracking technologies (such as the use of cookies by setting browser to warn you before accepting them, or you can simply set it to refuse them).

If you feel that your data has been handled incorrectly, or you are unhappy with the way we have dealt with your query regarding the way we use your personal data, you have the right to complain. You should seek advice from the Supervisory Authority of the country where you reside.

## CONTACT DETAILS

For questions and/or comments about our Use Policy and this statement, please contact us by using the following contact details:

### **BRP Tax SA**

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Switzerland

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