



Privacy Policy

1. Purpose of this Policy

At Innofuse (hereinafter "Innofuse," "us," or "we"), we prioritize your privacy. This is why we adhere to applicable data protection laws, including the EU General Data Protection Regulation (GDPR) and Switzerland's Federal Act on Data Protection (FADP). This Privacy Policy details the kinds of personal data we collect from you or third parties, how we use, disclose, protect, and process this information, and with whom we share it in the context of our services and our website, www.innofuse.swiss (the "**Innofuse Web-Platform**" or "**Platform**"). It also outlines your rights regarding your personal data.

2. Data Controller

Innofuse is operated by Innofuse GmbH, serving as the contact and data controller for processing your Personal Data on this Platform. Should you have any inquiries about this Privacy Policy, reach us at info@innofuse.swiss, or write to Innofuse GmbH, St. Alban-Ring 282, 4052 Basel, Switzerland.

3. Collected Data

We collect and process Personal Data provided by you during communications (e.g., name, contact details including email/address, language preference, job title, business affiliations, content published on and interactions with our Platform). This information may be supplemented with data from public sources like company websites or online media for identity verification or enhanced communication.

For job applicants, we process data including name, job title, contact information, and CV/Resume details (age, education, professional experience) provided by you.

4. Purposes of Processing Your Data

We collect Personal Data to:

- Deliver and improve our services, including recommendations, search and matching function on our Platform.
- Verify identities.
- Develop and market our services.
- Respond to your requests related to our services or Platform.
- Comply with legal requirements and enforce our agreements.
- Protect our rights and safety, and those of others.
- Conduct recruiting.
- Perform user analysis and insights (with consent, where legally required). This includes using log files, cookies, and other technologies as detailed in our Cookie Policy.

5. Legal Basis for Processing

We process your Personal Data based on:

- Contractual obligations: Fulfilling engagements and processing payments.
- Legitimate interests: Administering our relationship with you, improving communications and services, and delivering contracted work.



- Legal obligations: Complying with legal requirements (e.g., anti-money laundering, fraud prevention).
- Consent: Processing based on your explicit consent.

6. Process of Collection

Personal Data is collected directly through our Platform, electronic communications, service usage, and interactions on our Platform, and indirectly from public sources, client engagements, and public registers.

7. Data Security

We implement technical and organizational measures to protect Personal Data. However, due to the inherent nature of the Internet, absolute security cannot be guaranteed.

8. Data Sharing

Your Personal Data may be shared with insurers, regulators, professional advisers, government authorities, third-party service providers, and parties involved in your matters, following the relevant legal basis. We ensure these third parties process Personal Data in compliance with legal and regulatory obligations.

9. Data Storage and Transfer

As a matter of principle, Personal Data is stored and processed in Switzerland only.

However, Personal Data may be transferred and processed within and outside Switzerland and the EU/EEA, including the United States, if a data is assessed from abroad. We ensure adequate data protection for international transfers, though there may be risks in certain third countries.

10. Data Retention

Personal Data is retained as necessary for its intended purposes, and then deleted unless statutory retention obligations apply. This includes:

- Platform visitor data: Up to two years from the last interaction.
- Client services: At least 10 years from the last interaction or as required by regulatory obligations.
- Recruiting: Through the recruitment process and up to 6 months for unsuccessful applicants.

11. Data Owner Rights

You have rights to access, rectify, erase, restrict processing, data portability, object to processing, and withdraw consent regarding your Personal Data. Please contact us to exercise these rights.

12. Direct Marketing Communications

We may send newsletters and notifications via email or other channels, with your consent. These may contain tracking techniques for usage analysis. You can unsubscribe at any time.



13. Updates to this Privacy Policy

We may periodically update this Privacy Policy. Significant changes will be communicated via email and posted on our Platform.



Cookie Policy

1. Type of Cookies Used

At Innofuse, we use various types of cookies to enhance your experience. Some cookies are essential for the proper functioning of our services, while others can be opted out of or blocked. Note that opting out or blocking certain cookies may affect the functionality of our services. This section aims to inform you about your choices regarding the information you provide when accessing and using our services, especially when visiting our Website.

2. Why and How Innofuse Uses Cookies

Cookies are used for several key reasons:

- **Essential Cookies:** These ensure the services function correctly.
- **Functionality Cookies:** These remember your personal preferences, making the services more user-friendly.

Cookies are set on your electronic device by Innofuse used as part of our services. Some cookies are temporary and last only during your session, while others persist for a longer, specified or unspecified period.

3. How to Block Cookies

You have the option to accept or decline cookies when accessing the Website. Additionally, you can restrict or block cookies set during the use of our services by modifying your device's or browser's settings. For detailed instructions, visit AllAboutCookies.org. Note that disabling cookies may affect the functionality of some services, although many third-party cookies can be safely blocked. Refer to your browser's help section for specific cookie management instructions.

4. Categories of Cookies Used by Innofuse

Essential Cookies:

The client of the Web-Platform sets cookies to authenticate and thus secure your requests to the data infrastructure of Innofuse. These essential cookies do not contain any personal information, but non-sensitive user tokens and current session information.

Functionality Cookies:

The client of the Web-Platform sets cookies to improve its useability. An example would be the possibility of an automated login after a closed browser session. The nature of the data stored in these functionality cookies is non-sensitive and they do not contain any personal information.



5. Changes to the Cookie Policy

We may update this Cookie Policy from time to time in response to changing legal, technical, or business developments. When we update our Cookie Policy, we will take appropriate measures to inform you, consistent with the significance of the changes we make.

6. Contact Us

If you have any questions about our use of cookies or other technologies, please email us at info@innofuse.swiss.