

Privacy Policy

nexumina ('nexumina' or 'we') attaches great importance to the protection of your data and the preservation of your privacy.

In addition to general data protection law, attorney-client privilege applies to the extent that the relationship is an attorney-client relationship (and therefore not a business relationship separate from our work as attorneys). Lawyers are required by law to be independent. They concentrate fully on solving their clients' problems and do not represent any interests that run counter to those of their clients. The lawyer's position of trust means that all client information is protected by the attorney-client privilege, which not only obliges lawyers to maintain absolute confidentiality, but also gives them the right to refuse to disclose information to authorities and third parties. Independence, the attorney-client privilege and the position of trust guarantee that clients can confide in their lawyer without reservation.

In this statement, we would therefore like to inform you about the collection and use of individual data about personal or factual circumstances of an identified or identifiable natural person ('personal data') in the context of the use of our website.

This Privacy Policy applies exclusively to our website (www.nexumina.com and www.nexumina.ch) ('Website') and subdomains in the format subdomain.nexumina.com or subdomain.nexumina.ch. We accept no responsibility and disclaim all liability for links that lead from our website to third-party websites. Clicking on an external link is entirely your own responsibility.

I. Information about the Controller

1. Contact

If you have any questions or messages regarding your personal data, please do not hesitate to contact us. You can reach us as follows:

nexumina, Inh. Stephan Hofer
Dorfstrasse 19
3555 Trubschachen
Schweiz

Tel. +41 79 705 00 48
E-Mail: info@nexumina.com

II. Information on Data Processing

2. Processing of Personal Data for Inquiries

2.1. General Principles

We collect only the following data in connection with your inquiry via our contact form or email:

- a) Any information you explicitly provide in the contact form or during correspondence with us (name, address, age, gender, contact details, mandate-specific information, etc.);
- b) IP address;

- c) Browser version and type used;
- d) Date and time of your inquiry or message;
- e) Operating system and provider.

Information about cookies used on our website can be found at the end of this privacy policy under section III, "Information on the Use of Cookies."

We do not engage in profiling on our website or elsewhere in the sense of automated processing of personal data to evaluate certain personal aspects (e.g., analyzing or predicting work performance, economic situation, health, personal preferences, interests, reliability, behavior, location, or changes of location). We only collect and process sensitive personal data (e.g., about religious, political, or ideological beliefs, health conditions, etc.) in exceptional cases and limited to contractual or legal obligations.

2.2. Sensitive Personal Data

We do not collect sensitive personal data (e.g., salary data, intimate data, data about personal religious or ideological views, health data, etc.) via the website.

However, within the framework of a mandate relationship, we typically receive or collect sensitive personal data from you. All information and documentation you provide to us as an existing or potential client are protected by attorney-client privilege. We place great importance on protecting your sensitive personal data, which we collect exclusively directly (and visibly) from you.

3. Use of Your Personal Data

The processing of your personal data on our website is strictly limited to responding to your inquiry, correcting errors, improving our website, and, where applicable, internal statistical purposes.

4. Disclosure to Third Parties and Attorney-Client Privilege

We are authorized and obligated to share data with service providers offering services via our website when these data are necessary for fulfilling service agreements with you. These service providers are required to process data only as we are permitted to do. We ensure that the service providers do not use the data beyond the specific purpose of service provision, do not use the data for their purposes, and do not share the data with third parties. We reserve the right to audit and monitor compliance with these obligations. Your data will not be shared with additional third parties via the website without your express consent, except for our service partners required for fulfilling a mandate or contract (e.g., Swiss Post or other courier services, telecommunication providers, authorities within the scope of collection measures, etc.), and only to the extent that:



- a) They are subject to legal confidentiality obligations (e.g., postal and telecommunication secrecy);
- b) They have been contractually bound by us to confidentiality; or
- c) We have been released from attorney-client privilege for a specific matter.

In all these cases, we strictly comply with applicable data protection laws. Engaging service partners in countries other than Switzerland or the member states of the European Economic Area will only occur if the corresponding country has an equivalent level of data protection according to the Swiss Federal Council's country list, or if we contractually ensure the equivalence of the protection level (e.g., through agreements or standard contractual clauses).

5. Use of Artificial Intelligence

General Information on AI Technologies

We use Artificial Intelligence (AI) technologies such as ChatGPT (provided by OpenAI) and DeepL (provided by DeepL SE) to deliver high-quality and efficient services.

ChatGPT

ChatGPT is an AI-based text processing system used for creating and analyzing text. When personal data is processed via this service, it is done exclusively in the contexts you approve; in all other cases, ChatGPT is used without personal data. Data is transmitted using encryption, and no data is permanently stored on OpenAI's systems. We take care to ensure that ChatGPT is used only with the minimum necessary information.

DeepL

DeepL is an AI-powered translation tool used for efficient and accurate translations. We minimize or remove any personal data before transmitting it to DeepL. Translations occur over a secure connection, and DeepL does not store or use the data for other purposes. For translating confidential documents, we generally do not use DeepL but instead engage trusted translation services upon consultation with you.

Weitere KI-Tools

We may use additional AI-based tools as part of our service delivery, but always without personal data or only with your prior consent.

6. Notifications, Alerts and Updates

Communication for Advertising Purposes: We may send you marketing content about our website, services, and products through various communication channels. You can unsubscribe from such marketing communications by following the instructions in the messages you receive. Additionally, you may opt out of receiving such communications at any time with future effect by notifying us at info@nexumina.com.

Communication for Informational and Other Purposes: We send notifications necessary for all clients and customers, messages containing important information, and other communications requested by you. These notifications cannot be unsubscribed from. However, you may be able to adjust the media and format through which you receive these notifications.

7. Corporate Pages on Social Media

7.1. Platforms Used

We maintain corporate pages or profiles on the following social media platforms, where we publish information and interact with other platform users:

Facebook: Betreiberin ist Meta Platforms Ireland Limited, Merrion Road, Dublin 4, D04 X2K5, Ireland;
LinkedIn: Betreiberin ist LinkedIn Ireland Unlimited Company, Wilton Place, Dublin 2, Ireland.

7.2. Data Processing on Corporate Pages

We process personal data in accordance with the principles of this privacy policy. Such processing may occur when you interact with us through our corporate pages on these social media platforms.

When visiting a corporate page, the platform operator collects information that enables them to recognize users and comprehensively analyze user behavior. Based on the data collected, the platform operator may also create user profiles. If you are logged into your respective user account during your visit, the platform operator can associate this visit with your account. The platform operator provides us with anonymized statistical evaluations of the use of our corporate page based on the collected data.

You can assert your data protection rights concerning the data processing on our corporate pages either with us or directly with the platform operator. However, we recommend addressing such requests directly to the platform operator for greater effectiveness, as they have access to user data and can implement appropriate measures and provide information.

For more information about data processing, including the processing location, by the platform operators, please refer to:

Facebook: <https://www.facebook.com/privacy/policy/>
LinkedIn: <https://www.linkedin.com/legal/privacy-policy>

8. Transmission of Personal Data via E-Mail

Unless otherwise explicitly agreed, electronic communication occurs via unencrypted email. Using email is not technically secure; emails may not be delivered, and their confidentiality cannot be guaranteed if insufficient encryption is applied. Emails may cross national borders even when both sender and recipient are located domestically.

When using forms available on our website, your message is only encrypted during transmission from your device to the web server.

By using the forms or sending an email, you consent to communication via email with awareness of the described risks. The use of encrypted or otherwise secure communication channels must be arranged with us in advance.

9. Retention of Your Personal Data

9.1. Server Locations

Our website is hosted by Hostpoint AG, Switzerland.

Your personal data collected through website activities is hosted on the servers of Hostpoint AG in Switzerland. The servers are protected as much as possible against



unauthorized external access. Backups are performed regularly to prevent data loss.

Personal data we collect directly is stored on our own servers and on the servers of a reputable cloud provider located in Switzerland. These servers are secured against unauthorized external access as much as possible. Regular backups are performed to minimize the risk of data loss.

9.2. Retention Period

We retain your data only for as long as legally required or necessary for the purpose of processing. For analyses, data is stored until the analysis is completed. For data related to contractual relationships, we retain it at least for the duration of the contractual relationship and, at most, for as long as limitation periods for potential claims exist or as long as statutory or contractual retention obligations apply. Typically, the retention period does not exceed 10 years (calculated from the end of the contractual or factual relationship with you); longer retention periods apply only in exceptional cases.

III. Information on the Use of Cookies

10. Cookies

10.1. General Information on Cookies

Cookies are small text files or pieces of information stored on your computer or mobile device (e.g., smartphone or tablet) when you use our services. A cookie typically contains the name of the website/application it originates from, its duration (i.e., how long it will remain on your device), and a value, usually a randomly generated unique number.

We use cookies to make our services more user-friendly and to tailor our services and products to your interests and needs. Cookies enable our services to recognize you and remember important information that makes your experience more convenient (e.g., remembering preference settings). Cookies may also be used to help accelerate your future interactions with our services. Additionally, we use cookies to compile anonymous, aggregated statistics to understand how users use our services and improve the structure and content of our digital media.

The maximum storage duration of cookies is determined by applicable law.

10.2. Types of Cookies

The types of cookies we use include session cookies, persistent cookies, first-party cookies, and third-party cookies.

Persistent Cookies are used to store your login information and remember your preferences for future logins to our services. A persistent cookie is a file stored on your computer that remains there even after you close your web browser. The cookie can be read by the services that created it when you revisit those services.

Session Cookies are used to enable certain functions on our services, better understand how you interact with them, and monitor aggregated user data and web traffic routing. Unlike persistent cookies, session cookies are removed from your computer once you close your browser. Typically, session cookies store an anonymous session identifier on your computer, allowing you to use a service without having to log in again with every click.

First-Party Cookies are our own cookies, which we use to improve your user experience. They are linked to a user's personal information. Third parties do not have access to the information collected through our first-party cookies.

Third-Party Cookies are cookies placed by third-party companies in our services to provide certain functionalities, including advertising cookies. Third-party companies place these cookies on your device on our behalf when you visit our services to enable them to deliver their services. In addition to the provisions in this privacy policy, you can find more information about these third-party cookies in the privacy policies of the respective third-party providers.

Below is a list of the different types of cookies we use in our services.

10.3. Essential Cookies

Essential cookies are necessary for our services to function properly and for you to utilize their features. Without these essential cookies, our services would not work as smoothly as you expect, and we might not be able to offer the website or specific services or features you request.

We also use technical cookies that enable our services to remember choices you make (e.g., your username, language, or region) for customization and personalization purposes. These cookies do not collect information about you for advertising purposes and do not track the websites you visit.

The following first-party cookies are set by us (all of which are persistent cookies):

Device Identifier Cookie: We install cookies on your computer to recognize you and notify the website or service that you are logged in.

User Locale Cookie: We install cookies used to remember certain local settings you have chosen, such as language preferences.

Privacy Visibility Cookies: We install cookies on your computer that indicate whether you have been informed via a banner notification about our use of cookies and your rights regarding your data, as well as whether you have consented to the use of cookies. This ensures that the banner does not reappear every time you visit a page.

These cookies are essential for the operation of our services, and therefore, you cannot opt out of their use.

10.4. Functional Cookies

Our website does not use functional cookies.

10.5. Analytical Cookies

Our website does not use analytical cookies.

10.6. Cookies for Marketing, Profiling and Retargeting

Our website does not use cookies for marketing, profiling, or retargeting purposes.

IV. Your Rights

11. Access, Rectification, and Portability

You have the right to request free access to your stored data at any time and to request corrections where necessary. Please contact us for this purpose. Our contact details can be found in Section 1 of this privacy policy.



You also have the right to request the free transfer of your electronically stored personal data to another controller. However, please note that we cannot adapt your data to specific format requirements of another controller and will under no circumstances transfer your business history or passwords.

12. Withdrawal and Deletion

You may withdraw your consent to this privacy policy at any time and request the deletion of your personal data. Please contact us for this purpose. Our contact details can be found in Section 1 of this privacy policy.

Please note, however, that we are legally obligated under attorney, commercial, and tax laws to retain accounting records for at least 10 business years. The personal data contained in these records cannot be deleted or processed. Therefore, your deletion request will only apply to future processing and only to personal data we process solely based on your consent, not those processed under a statutory justification.

If services are still outstanding at the time of your withdrawal or deletion request, your personal data will continue to be processed until the business relationship is fully concluded. Your withdrawal of consent does not affect the performance of existing contractual relationships and does not constitute extraordinary grounds for termination.

13. Complaint to a Supervisory Authority

You have the right to lodge a complaint with the competent supervisory authority at the location of the data controller's registered office if you believe we have violated a provision of the applicable data protection laws.

For complaints by affected individuals, the competent authority in Switzerland is the Federal Data Protection and Information Commissioner (www.edoeb.admin.ch).

Status: January 2025