

## PRIVACY POLICY

Basel, 31. August 2023

### General

The protection of your personal data is important to the Basler Papiermühle. The Basler Papiermühle processes personal data only in accordance with the applicable Swiss and European data protection legislation. Your personal data will be treated as strictly confidential and will neither be sold to third parties nor passed on in any other way. In the following, we would like to inform you about the type, scope and purposes of the collection and use of personal data when you visit our website. As a rule, it is possible to use our website without providing personal data. Insofar as personal data (e.g. name, address or e-mail addresses) is collected on our website, this is always done on a voluntary basis. This data will be passed on to third parties in accordance with this data protection declaration in the cases mentioned below.

### Provider

The responsible provider of this website in terms of data protection law is:

Basler Papiermühle  
St. Alban-Tal 37  
4052 Basel

If you have any questions or comments about the data protection of the Basler Papiermühle or if you are of the opinion that the data protection guidelines listed here are not being adhered to, please contact us by e-mail at: [info@baslerpapiermuehle.ch](mailto:info@baslerpapiermuehle.ch).

### Your rights

You have the right to request information at any time as to whether and which of your personal data has been stored by the Basler Papiermühle. Furthermore, you have the right to object to the processing of your data, to correct incorrect data and to restrict processing or to delete your personal data. You can also assert your right to data portability. If you believe that your data has been processed unlawfully, you can lodge a complaint with the competent supervisory authority. If you would like to register an objection or if you would like to request the correction, blocking, deletion or information about the data stored about you or if you have any questions regarding the collection, processing or use of your personal data or if you would like to revoke any consent you have given, please contact us at the above e-mail address.

### SSL encryption

This site uses SSL encryption for security reasons and to protect the transmission of confidential content, such as enquiries that you send to us as the site operator. You can recognise an encrypted connection by the fact that the address line of the browser changes from „http://“ to „https://“ and by the lock symbol in your browser line. If SSL encryption is activated, the data you transmit to us cannot be read by third parties. We offer HTTPS with Perfect Forward Secrecy and the current encryption protocol TLS 1.2 as transport encryption for our website. We recommend that you keep your internet browser up to date so that secure transmission of your data in transit is ensured. Data collection when visiting our website: When you visit our website, you transmit data to our web server

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via your internet browser as a technical necessity. The following data is recorded during an ongoing connection for communication between your internet browser and our web server:

- Date and time of the request
- Name of the requested file
- Page from which the file was requested
- Access status (file transferred, file not found, etc.)
- Web browser and operating system used
- complete IP address of the requesting computer
- amount of data transferred

The above data is processed by us for the following purposes:

- Ensuring a smooth connection setup of the website,
- ensuring a comfortable use of our website,
- evaluation of system security and stability and
- for further administrative purposes

### Use of cookies

The data is stored for security reasons, e.g. to be able to clarify cases of misuse. It is not possible for us to draw conclusions about individual persons on the basis of this data. The data is only checked if there are concrete indications of illegal use. This website uses cookies. Cookies are small text files that are permanently or temporarily stored in your browser when you visit this website.

The purpose of the cookies is to analyse the use of this website for statistical purposes and for continuous improvements. In the settings of your browser, you can deactivate cookies completely or partially at any time. If you deactivate cookies, you may no longer be able to functions of this website will no longer be available to you. Most of the cookies we use are so-called session cookies. They are automatically deleted at the end of your visit. Other cookies remain stored on your terminal until you delete them. These cookies enable us to recognise your browser the next time you visit.

### Google Analytics

Google Analytics is a service provided by Google Inc, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA („Google“). Google Analytics uses cookies, which are stored on your computer and which enable an analysis of your use of the website. The information generated by the cookie about your use of the website will be transmitted to and stored by Google on servers in the United States. We have activated the IP anonymisation function on this website. This means that your IP address will be truncated by Google within member states of the European Union or in other contracting states to the Agreement on the European Economic Area before being transmitted to the USA. Only in exceptional cases will the full IP address be transmitted to a Google server in the USA and shortened there. On behalf of the operator of this website, Google will use this information for the purpose of evaluating your use of the website, compiling reports on website activity and providing other services relating to website activity and internet usage to the website operator. The IP address transmitted by your browser as part of Google Analytics will not be merged with other Google data. You may refuse the use of cookies by selecting the appropriate settings on your browser, however

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please note that if you do this you may not be able to use the full functionality of this website. You can also prevent the collection of data generated by the cookie and related to your use of the website (including your IP address) by Google and the processing of this data by Google by downloading and installing the browser plugin available at the following link: <https://tools.google.com/dlpage/gaoptout?hl=de>. You can find more information on how Google Analytics handles user data in Google's privacy policy: <https://support.google.com/analytics/answer/6004245?hl=de>.

### Google reCaptcha

We use the Google service reCaptcha to determine whether a human or a computer is making a certain entry in our contact or newsletter form. Google uses the following data to check whether you are a human or a computer: IP address of the terminal device used, the website that you visit with us and on which the captcha is embedded, the date and duration of the visit, the recognition data of the browser and operating system type used, Google account if you are logged in to Google, mouse movements on the reCaptcha areas and tasks that require you to identify images. The legal basis for the data processing described is Art. 6 (1) lit. f of the General Data Protection Regulation. There is a legitimate interest on our part in this data processing to ensure the security of our website and to protect us from automated entries (attacks).

### Routine deletion and blocking of personal data

The Basler Papiermühle processes and stores personal data of data subjects only for the period of time that is necessary to achieve the purpose of storage or if this is provided for by legal requirements to which the persons responsible are subject. If the purpose for which the data is stored no longer applies or if any statutory storage period expires, the personal data will be routinely blocked or deleted in accordance with the statutory provisions.