

Privacy Statement

1. Introductory notes

- ¹ Data protection is important to the Swiss Academy of Sciences (SCNAT). Through this Privacy Statement, SCNAT provides information on the most important aspects of its processing of personal data.
- ² Whenever it handles personal data, SCNAT complies with applicable data protection law. Depending on the context in which personal data is processed, this includes the Swiss Federal Act on Data Protection (FADP) and the related ordinances or the General Data Protection Regulation (GDPR) of the European Union.

2. Scope

- ¹ This Privacy Statement applies to all information relating to an identified or identifiable person and constituting personal data within the meaning of the FADP or personal data within the meaning of the GDPR (hereinafter: Personal Data).
- ² This Privacy Statement applies to the processing of Personal Data within the meaning of the FADP and to the processing of Personal Data within the meaning of the GDPR (hereinafter: Processing) within SCNAT, including its bodies and the units and systems operated by them (hereinafter: IT Systems). It applies in particular to the websites operated by SCNAT, e.g. the "Sciences Switzerland" Portals (including [naturalsciences.ch](https://www.naturalsciences.ch) (SCNAT Knowledgebase) or [scnat.ch](https://www.scnat.ch) (SCNAT Network); hereinafter: Portals) and to the ScienceGuide App.

3. Log data

- ¹ At the time of each visit to the websites or apps operated by SCNAT, the SCNAT IT System collects data such as IP addresses, Mac address of the smartphone or computer, device details and settings, cookies, date and time of visit, pages and content accessed, functions used, referring website, location information.
- ² These data are temporarily stored in the log files of SCNAT's IT Systems, and the IP address is also stored on the server of the external operator of the app. They are not stored together with other Personal Data of visitors. These data will be deleted no later than ten years after the user's visit to the websites.
- ³ The collection and temporary storage of the above-mentioned data is undertaken in the context of SCNAT's overriding legitimate interests in connection with the operation of its websites based on Art. 13 (1) FADP and Art. 6 (1) (f) GDPR.

4. Cookies

- ¹ When users visit the websites, the websites deploy cookies, which are necessary for the proper functioning of the website's features. Cookies are also used to record and analyse the user behaviour of visitors, thereby optimising the websites for visitors and improving their user experience.

- ² Cookies are small files that are stored on the mobile devices or computers of visitors when they visit or use the websites. Cookies may store preferences of the visitor or identify the visitor in the event of repeated use of the websites. When a cookie is activated, the visitor is assigned an identification number (cookie ID) through which the visitor's browser is identified and the information contained in the cookie can be used.
- ³ Cookies are used on SCNAT's websites in the context of SCNAT's overriding legitimate interests in connection with the operation of its websites based on Art. 13 (1) FADP and Art. 6 (1) (f) GDPR.
- ⁴ Most Internet browsers automatically accept cookies. However, website visitors can also control the use of cookies by changing the settings in their internet browsers. They may set the browsers to ensure that no cookies are accepted, that requests are made before accepting a cookie from a website visited by the user and that cookies are deactivated or restricted. Cookies that have already been saved may be deleted at any time. This can also be done automatically. If cookies are rejected or deactivated for the websites, it may no longer be possible to fully use all of the website's functions.

5. Google Analytics

- ¹ SCNAT websites use Google Analytics, a web analysis service of Google Inc. (hereinafter: Google). Google Analytics also uses cookies. The information generated by the cookie regarding the use of the website is transferred to a Google server and stored there. Google uses this information to evaluate the use of the Portals, to compile reports on website activity for website operators and to provide other services related to website and internet use. This also constitutes a legitimate interest of SCNAT pursuant to Art. 6 (1) (f) GDPR. Google also transfers this information to third parties where required by law or where third parties process this data on behalf of Google. By using the website, the customer agrees to the Processing by Google of the data collected about him/her in the manner and for the purpose described above.
- ² Google has undertaken to comply with and is certified to the Privacy Shield Agreement between the European Union and the United States. Google thus undertakes to comply with the standards and regulations of European data protection law. For more information, please visit: <https://www.privacyshield.gov/participant?id=a2zt000000001L5AAI&status=Active>.
- ³ Visitors can prevent the data generated by cookies and related to their website use (including IP addresses) from being collected and passed on and processed by Google by downloading and installing the browser plugin available at the following link: <https://tools.google.com/dlpage/gaoptout?hl=en-GB>.

6. Contact with SCNAT

- ¹ When users contact SCNAT (in writing, by e-mail, by web form or by telephone), the data provided by the requesting person is processed by SCNAT exclusively for the purpose of Processing the request and any follow-up questions. Data may only be disclosed to third parties after prior consultation with the requesting person and after their consent is obtained. SCNAT reserves the right to engage third parties to process Personal Data on behalf of and in accordance with the instructions of SCNAT (hereinafter: Contract Data Processing). Processors may also be located outside Switzerland, but only provided that adequate data protection is ensured. The data related to the request will be stored for 12 months. They will then be erased, unless the data is still required in other contexts resulting from the request (e.g. for concluding a contract in the web shop). After ten years at the latest, all data will be erased, unless there is a statutory retention obligation.
- ² The legal basis for the Processing of Personal Data pursuant to this Section 6 is the consent of persons contacting SCNAT (cf. Art. 13 (1) FADP, Art. 6 (1) (a) GDPR) or the duty of SCNAT to comply with a contractual or other legal obligation (Art. 12 (2) (a) FADP, Art. 6 (1) (b) and (c) GDPR).

- ³ Data subjects have the right at any time to withdraw their consent to the Processing of the data they have provided for purposes of responding to their request and to object to further data processing. In such case, the data will be erased and the request will not be processed any further. If the data is already processed in other contexts as a result of a contact, e.g. on the basis of a contract concluded in the interim, the principles applicable to the withdrawal of consent and the objection concerning the data processing will apply to the withdrawal of consent.

7. Use of IT Systems

- ¹ The Personal Data collected or generated in connection with the initiation, conclusion or processing of contracts on the use of IT Systems (in particular master data of users, login data for the user account, contractual data, usage data) shall be processed by SCNAT only to the extent and for the purpose required for the conclusion or processing of the contract. The data will be retained for as long as necessary in order to fulfil the purpose of the data processing, but will not be retained beyond the time of termination of the contractual relationship, unless there is a statutory obligation to retain the data for a longer period, e.g. based on accounting rules or tax law.
- ² In addition to collecting Personal Data directly from the data subjects, SCNAT also reserves the right to collect data from third parties in order to examine applications for the use of the IT Systems.
- ³ As a general rule, the data of users of the IT Systems will not be passed on to third parties. However, SCNAT reserves the right to use Contract Data Processing. Such Processors may also be located abroad, but only provided that adequate data protection is ensured.
- ⁴ There are two exceptions to the principle of paragraph 3:
- Group Users within the meaning of the “General Terms and Conditions for the Use of the Portals of “Sciences Switzerland”, the ScienceGuide App and the SCNAT Web/Data System” (<https://naturalsciences.ch>) have access to Personal Data of individual users;
 - There is an interface between the IT Systems and the database / portal of Guidle (<https://www.guidle.com>). This interface automatically exchanges information on organisations. Event details can only be uploaded to Guidle by group users.
- ⁵ Individual Users registered on the IT Systems within the meaning of the “General Terms and Conditions for the Use of the Portals of “Sciences Switzerland”, the ScienceGuide App and the SCNAT Web/Data System” (<https://naturalsciences.ch>) are requested to update their data annually. Absent any report to the contrary by the specified time, the User’s data will be considered correct and may continue to be processed. In the event of a manifest error in an entry, the corresponding data in the IT Systems will be changed or deleted.
- ⁶ The Processing of Personal Data in connection with the initiation, conclusion and processing of contracts for the use of IT Systems is based on Art. 13 (2) (a) FADP and Art. 6 (1) (b) GDPR.
- ⁷ Individual Users (cf. par. 4 above) may in principle request the deletion of their data at any time, thereby terminating the contractual relationship relating to their use of the IT Systems. The foregoing shall be without prejudice to cases in which the Individual User is a member of an SCNAT body and that member's data are being processed in connection with that role. In addition, the premature deletion of data processed in connection with the initiation, conclusion and processing of contracts for the use of IT Systems is only possible if the deletion does not conflict with any contractual or legal obligations.

8. Web Shop

- ¹ The Portals can be used to reserve seats / book tickets for events (conferences, symposiums, workshops, etc.) and order articles in the Web Shop. In connection with this, the following data is collected by SCNAT or on its behalf by third parties:

From the client when entering the Web Shop (*no mandatory fields):

- Order number
- Customer number
- Ordered service (quantity if applicable)
- Costs of each individually ordered service
- Total of services ordered
- First name
- Surname
- Address (street and house number, post code, town, country, company or university*, department or institute/group*)
- E-mail address
- Preferred payment method (PostFinance E-Finance, PostFinance Card, MasterCard, VISA, payment slip)
- Preferred Language (Fr/De/En)

From PostFinance for electronic financial transactions (** for payment with MasterCard or Visa):

- Transaction amount
- Payment status (if applicable, reason for refusal or delay of payment)
- Payment method
- The last four numbers of the credit card number and expiry date**
- Country of issuance of the credit card**
- Cardholder**
- Person initiating payment**
- Order date
- Date of approval
- Payment date
- Transaction date
- IP-address
- Country of origin of IP address
- Referrer, i.e. URL of the website from which the user came to the current website or file

Automatically by the web server:

- User Agent (compatibility with Mozilla rendering engine, browser names and versions, operating system family, processor family, operating system version, browser platform)
- The webpages visited on our website (incl. downloaded documents)

² Data is processed exclusively for the purpose of concluding and performing the contract, unless the Customer also agrees, in the course of the order process, to receive information on related areas. Data is not passed on to third parties, except for the transfer of data to service providers to the extent necessary for the execution of the booking or delivery of the ordered items, e.g. to the organiser of the event, the processing banks/payment service providers when using credit/debit cards or payment apps, or to the transport company/shipping company engaged by SCNAT to deliver the items.

³ After the order process has been cancelled, the stored data will be deleted. In the event that a contract is formed, all data arising from the contractual relationship will be retained for as long as necessary for the performance of the contract and subsequently deleted, unless there is a statutory obligation to retain it for a longer period, e.g. based on accounting rules or tax law.

⁴ The Processing of Personal Data in connection with the Web Shop is based on Art. 13 (2) (a) FADP and Art. 6 (1) (b) GDPR.

⁵ Early deletion of data processed in connection with the processing of contracts concluded through the Web Shop is only possible if the deletion does not conflict with any contractual or legal obligations.

9. Newsletters

- ¹ Newsletters can be subscribed to via the SCNAT websites. The e-mail address and (depending on the newsletter) the name and postal address of the subscribers are collected. These data are processed on the basis of the consent of the data subjects (cf. Art. 13 (1) FADP, Art. 6 (1)(a) GDPR). The relevant Personal Data are processed exclusively for the purpose of sending the newsletter. Personal data will not be disclosed to third parties other than to the editor of the newsletter in connection with Processing for the newsletter.
- ² The legal basis for sending the newsletter is the individual user's consent (Art. 6 (1) (a) in conjunction with Art. 7 GDPR). The legal basis for recording the registration is SCNAT's legitimate interest in proving that the newsletter was dispatched with the consent of the individual users.
- ³ The data will be stored until the subscription to the newsletter is terminated. Data subjects have the right to terminate the subscription to the newsletter at any time by sending written notice (e.g. e-mail, letter) to the address specified by the publisher for the relevant newsletter or by confirming the link contained in the newsletter, thereby withdrawing their consent to the Processing of their data for the newsletter dispatch and objecting to further Processing of their data. In this case, the data subject's data shall be erased immediately.

10. Offers from third parties on SCNAT websites

Offers (e.g. websites, newsletters, events) from third parties are also provided via the websites operated by SCNAT. SCNAT is not responsible for the collection and Processing of Personal Data by third parties. The data protection provisions of the third-party providers shall apply.

11. Rights of data subjects

- ¹ As a fundamental principle, data subjects are entitled to request information on their data, to block/prevent data processing and to correct and delete their data, or, if the GDPR applies, they have rights of information, rectification, erasure, restriction, data portability, withdrawal and objection.
- ² If a data subject considers that the Processing of his or her data violates the FADP, he or she may bring an action against SCNAT before the competent court. To the extent the GDPR is applicable, the data subjects have the right to lodge a complaint with the supervisory authority of the EU state in which they are located. Insofar as the FADP is applicable, the data subjects have the right to contact the Swiss Federal Data Protection and Information Commissioner (FDPIC).

12. Contact details of SCNAT

- ¹ All questions in connection with this Privacy Statement and the Processing of Personal Data by SCNAT, as well as all requests for the exercise of the right to information and other rights to which the data subjects are entitled, should be directed to the following address:

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Commercial Register and UID number: CHE-112.106.433

² SCNAT is represented in the EU by:

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