

Data protection provisions

RELUX INFORMATIK AG

RELUX Informatik AG (hereinafter: RELUX), a Swiss company with registered offices in Münchenstein, develops professional software for architectural and industrial lighting (planning and calculation, lighting technology applications).

1. Data categorie: customer and member data

In order to follow up its business goals, RELUX regularly collects customer and member data. Customers and members mainly comprise legal entities using the following RELUX services:

- Consulting services
- Information services (distribution and application of free and fee-based software, etc)

2. Purpose of data collection

In order to provide customer-oriented services appropriately, RELUX keeps anonymous records of user behaviour as follows:

- Program sections used
- Manufacturer data used

Likewise in order to provide customer-oriented services appropriately, RELUX provides the following user data to its members – on condition that this data shall not be passed on to third parties:

- User orders for product documentation
- Price inquiries by users to manufacturers or traders

3. Information

Ex-members and ex-customers can still be informed about their own and general RELUX-related activities, either by post, by telephone or by e-mail.

Those who do not desire such information or any further contact can notify RELUX accordingly by e-mail at info@relux.com or simply by clicking on the “Newsletter no longer required” link.

RELUX informs its members and customers electronically and by post about market and product developments in general, business opportunities, events and trade fairs, etc. Members and customers no longer interested in receiving such information can opt out at any time.

4. Data collection and interchange

RELUX provides online platforms for users and members to share interests and information on specific company products. This “match-making” service promotes contact between those interested in business opportunities. RELUX databases are partially accessible to the public for optimal mediation of market-relevant information.

5. Data collected

RELUX collects customer and member data such as name and address, telephone number and e-mail, and generally accessible company data (number of employees, activity field, etc.). Anonymously, i.e. without customer identification, the frequency of using various programs, tools and services is also determined.

6. Data disclosure with thirds

RELUX is entitled to pass on the aforementioned customer and member data to third parties as follows:

- to contractually or legally affiliated companies assisting RELUX with specific business processes or participating with content, products

and services. These companies only utilize such data in connection with their services to RELUX members and customers, and are not authorized to pass on the data to third parties.

- to a limited but openly disclosed circle of (other) RELUX members. These members may only use such data for their own purposes. No data may be passed on to third parties or used for other than business purposes without prior agreement of the respective customer or member.

Customer and member data on market and business interests, employee functions, sales figures, etc. (“sensitive data”) may never be passed on to third parties unless expressly permitted by the person concerned. Customers and members are aware that RELUX regularly transfers data abroad, to countries with comparable data protection. RELUX cannot however guarantee that data protection will be as effective as in Switzerland.

7. Handling of data collected

To efficiently exercise its network coordination responsibilities, RELUX operates a database of information on companies, persons and products. RELUX employees and distributors have access to this database. Such comprehensive and detailed interchange of information demands particularly careful data handling. All employees with access to this system therefore have to sign a separate secrecy agreement.

8. Scope of data processing & data secure

For business purposes, RELUX is dependent on data interchange. RELUX is well aware of the particular care required in handling sensitive data, which is therefore processed only for the purpose that was indicated upon procurement, is evident from the circumstances, or provided for by law.

RELUX continuously checks the validity and completeness of data collected and updates it accordingly as necessary. Data is collected and processed in full compliance with the Swiss and international data protection legislation. No more data is collected than necessary for RELUX business purposes, and all data no longer required is destroyed. RELUX takes all the appropriate safety measures to uphold data security.

In case of any abuse of RELUX services, in particular with suspicion of criminal offence, data collected from members, customers and users can be scrutinized for clarification purposes and handed to the responsible authorities on demand.

These data protection provisions and any disputes arising from the same are subject to Swiss law. The courts of Basel, Switzerland, shall be the sole competent courts for any disputes arising from or in conjunction with this agreement.

Basel, June 2013

9. Data insight

RELUX members and customers are entitled by data protection law to know whether their data is or has been processed, and to inspect, correct and/or delete such data. Please address data insight requests to: info@relux.com.

10. General

RELUX is entitled to unilaterally update these data protection provisions at any time in compliance with the applicable law, for which reason they should periodically be inspected.