

Dear Madam or Sir,

Even in times of change, reliable decision-making tools are and remain indispensable for a company. LINK is with you every step of the way and is therefore extending the range of services to include attractive digital products and offers in insight consulting. However, data acquisition, collection and processing remain a central function of LINK. This is precisely why we are continuing to get to grips with the topic of data protection thoroughly.

In addition to the **Swiss Federal Law on Data Protection** of 19 June 1992, the **EU General Data Protection Regulation (GDPR)** has been effective since 25 May 2018. This is relevant for us and we are applying it. LINK only processes personal data in agreement with the data protection law in force. Your personal data are also protected by LINK accordingly. We are pleased to provide you with information below on how data is processed.

What data are processed by LINK?

LINK processes specific personal data that you supply to us voluntarily. This includes data that you transmit to us, for example, when you communicate with us via e-mail or other channels, when you subscribe to our newsletter, or when you register for an event. The personal data we process may include name, business address, e-mail address, telephone number, language preference and position code.

How are your data used?

We use your personal data for managing a business relationship as well as for communication purposes, including for the dispatch of newsletters and invitations to events. Your personal data are not passed to third parties.

How are your data protected?

We take various technical and organisational measures to protect your data from loss and unauthorised access. Our security guidelines and processes are checked regularly.

How to contact us

Should you have questions on the storage and processing of your personal data, please contact our data protection manager Jürg Tütsch (privacy@link.ch; 041 367 72 70).

Yours sincerely,

LINK Institut

Luzern
Spannortstrasse 7/9
CH 6002 Luzern 2
Tel 041 367 73 73
luzern@link.ch

Zürich
Flurstrasse 30
CH 8048 Zürich
Tel 044 497 49 49
zurich@link.ch

Lausanne
Rue de Bourg 11
CH 1002 Lausanne
Tel 021 317 55 55
lausanne@link.ch

Lugano
Via Landriani 3
CH 6900 Lugano
Tel 091 913 87 87
lugano@link.ch

www.link.ch