Schindler - Privacy Policy

Thank you for visiting the websites ("the Sites") of Schindler Holding Ltd. and/or its affiliates ("Schindler") and your interest in Schindler products and services. Your privacy is important to us and we want you to feel comfortable visiting our Sites. In view of this, we have created this Privacy Policy.

The Internet is generally not a secure environment. You acknowledge that the Internet is an open network and can be accessed by anybody. Schindler treats Personal Information in accordance with applicable data protection laws.

1. What are the purpose and the scope of this Privacy Policy

This Privacy Policy describes the type of Personal Information Schindler collects from users of Sites, the method of collection and the purposes for which Schindler may use, share or disclose such information. The term "Personal Information" as used in this Privacy Policy refers to information such as your name, e-mail address, mailing address, or telephone number, etc. that can be used to identify you.

By using Schindler Sites, you consent to the collection, use and disclosure of Personal Information as set forth in this Privacy Policy. If you do not agree to this Privacy Policy, do not proceed to further Schindler Sites.

2. What information do we collect about you?

We collect Personal Information that you provide or make available to us (e.g. by way of e-mail or registration form) or that is needed to provide and/or improve our services to you, to contact you, to conduct research, and to provide internal reporting.

We collect Personal Information about you when you register with us (i.e. by registration form, signing up for a newsletter) or when you voluntarily complete for example customer surveys, provide feedback, participate in competitions or apply for job vacancies by posting your curriculum vitae (CV) on our on-line recruitment Sites.

If you choose to withhold any Personal Information requested by us, it may not be possible for you to gain access to or use certain parts, services or functions of the Sites and for us to respond to your query.

We also collect information about your website usage information by using cookies. For details please refer to the Cookies and Web Analytics/Opt-out section of this Privacy Policy.

Finally, by using our website, certain technical and other information is automatically disclosed by your computer to and logged by us (such as your network address, the type of your browser, the

site that referred you to our site) for operational and security purposes, and to better understand the usage of our websites.

3. How will we use the information about you?

Your Personal Information will be used for the purpose indicated in this Privacy Policy at the time of collection, that is evident from the circumstances, or that is provided for by law. It will be used to administer, support and obtain feedback on the level of our services and to prevent breaches of security, the law or our contract terms.

Further we may use your Personal Information to provide you with information about products or services you may request. You hereby agree that we also may use it to promote products and services which we think may be of interest to you (including by way of e-mail), or to communicate with you. If you wish to opt-out from receiving such communication, please inform email@schindler.com.

Any communication or material you transmit to Schindler by electronic mail or other electronic device, including any data, questions, comments, suggestions or the like will be treated as non-confidential and non proprietary. You agree that Schindler may use such communication or material for the purposes outlined above.

4. Information sharing | Data transfer abroad

As Schindler is a global and worldwide acting company you agree that we may disclose your Personal Information to other Schindler affiliates worldwide that may use such Personal Information for the purposes listed in this Privacy Policy. The Schindler affiliates agree to treat your Personal Information in accordance with this Privacy Policy.

Your Personal Information may be disclosed to third parties if we are required to do so because of applicable law, legal proceedings or responding to court, law enforcement, governmental or other legal requests, or if such disclosure is otherwise necessary in support of any criminal or other legal investigation or proceeding here or abroad, or because of an overriding interest of Schindler. We will not rent or sell your Personal Information to third parties.

You agree that your Personal Information may also be disclosed to third parties, including abroad, who act for us or on our behalf, for further processing in accordance with the purpose(s) for which the data were originally collected. Your Personal Information may be lawfully processed by third parties for services delivery (e.g. evaluating the usefulness of the Sites, marketing, data management or technical support). These third parties may only process your Personal Information in the same way as Schindler is permitted to process it.

5. Links to other websites

This Privacy Policy applies only to Schindler Sites, and not to websites owned by third parties. We may provide links to other websites which we believe may be of interest to you. However, due to the nature of the internet, we cannot guarantee the privacy standards of such websites or assume responsibility for the contents of websites other than Schindler Sites.

This Privacy Policy is not intended to be applicable to any linked, non-Schindler website. Whenever you open a link to other websites, you should exercise caution and read the privacy policies of the website in question.

6. Cookies

When you visit one of our Sites, we may store some data on your computer in the form of a "cookie". A "cookie" is a small piece of text that a website places in the cookie file of your browser and that allows the Sites to recognize your personal computer next time you visit the Sites. This means that when you visit one of our Sites, our web server automatically records your IP address, the website from which you came onto our Sites and the type of browser software you are using. It also records which Sites you visit, on what date and for how long. Such information is used to help us improve the contents of the Sites and to compile, for internal and market research purposes, anonymous aggregated statistics about the use of our Sites.

Cookies by themselves do not tell us your email address or otherwise identify you personally. Cookies cannot be used to run programs or deliver viruses to your computer. Schindler only uses cookies in accordance with applicable laws.

Please ensure that your computer setting reflects whether you accept cookies or have disabled or deactivated them. You can set your browser to warn you before accepting such tracking technology, or you can also set it to refuse such devices. The specific instructions can be found in the manual of your browser. However, please be aware that disabling or deactivating of such devices may result in a reduced availability of the services provided by our Sites, or parts of our Sites may no longer function correctly.

For further information on cookies, visit www.allaboutcookies.org or www.aboutcookies.org.

7. Social Media Plugins

Social Bookmarks (for example Facebook, Twitter, Google+ or LinkedIn) allow users of certain social media platforms to post links of selected Schindler Sites on their corresponding social media profile in order to bookmark them or share them with their social media contacts. Schindler Sites may contain Social Bookmarks which are identifiable by means of respective share buttons. Opening one of our Sites may result in Social Bookmarks setting cookies on your computer and, if you have subscribed to a social media platform, permit its operators to track your usage of the Sites, unless you have disabled or deactivated the acceptance and storage of cookies in your browser settings.

If you use "share" buttons on our Sites you will be directed to websites controlled by AddThis and ShareThis. We have no control over the cookies that AddThis and ShareThis set when you use their services. However, you can opt out of <u>addthis.com cookies</u> and <u>sharethis.com cookies</u>.

If you use Social Bookmarks you will be sending identifiable information to the respective social media platform. Any comments or activity arising from persons using Social Bookmarks is not controlled or endorsed by Schindler and Schindler shall not be held responsible or liable for such. Persons who share Schindler's content via Social Bookmarks are not authorized to speak for or represent Schindler. Their views and opinions must be strictly regarded as their own and not Schindler's.

Further, the provisions in Schindler's <u>Terms and Conditions</u> and this Privacy Policy relating to Links also apply to Social Bookmarks.

8. Web analytics | Opt-out

Our Sites use the technologies of the web analytics tool Adobe SiteCatalyst® to collect nonidentifiable and to aggregate information to improve the contents of our Sites or to compile, for internal and market research purposes, anonymous aggregated statistics about individuals using our Sites.

If you do not wish to have your visits on our Sites tracked by Adobe SiteCatalyst®, you can optout by using the following Link: <u>Opt-out of from web analytics</u>.

9. Security measures to protect your Personal Information

Schindler uses appropriate security measures in order to reasonably protect your Personal Information against unauthorized access or alteration, accidental or intentional manipulation, loss and destruction. Your Personal Information will be accessed only by Schindler authorized persons. Personal Information stored electronically will be kept password-protected in Schindler's computing facilities. Data encryption will be applied where appropriate.

Personal Information provided by you is retained if the purpose for which the Personal Information was collected still exists, it is so required by law, statue or regulation, or it is in the public interest. Personal Information will be destroyed once its requirement is ended.

You may at any time request access to or update/correct your Personal Information held by us by contacting us at <u>email@schindler.com</u>.

10. Changes to our privacy policy

We may in any way, at any time, for any reason, without prior notice and at our discretion modify, add or remove or otherwise update this Privacy Policy as well as the information and materials

contained on the Sites. We will place any update on this webpage. The last line of this Privacy Policy indicates when the Policy was last updated.

11. How to contact us

If you have any questions about our Privacy Policy or Personal Information we hold about you please contact us at <u>email@schindler.com</u>.

Last update: December 2013