



Privacy Notice of Sustainable Agriculture Initiative (SAI) Platform

("Privacy Notice")

Sustainable Agriculture Initiative (SAI) Platform is a Swiss association with registered office at Avenue Blanc 47, 1202 Geneva, Switzerland, registered in the Geneva Commercial register under number CHE-110.347.397 ("SAI Platform" or "us / we").

The purpose of this Privacy Notice is to inform you about the type of personal data we collect, the nature and purposes of the processing of such personal data and your rights in this context.

The data subjects concerned by this Privacy Notice are essentially the employees, contact persons and representatives of our members, services providers and advisors, the subscribers to our newsletter, the participants and speakers to the events we organize, our employees (including representatives) and consultants (the "**Data Subject**" or "**you**").

SAI Platform mainly processes personal data as part of the provision of its services to its members, including the conduct of studies, provision of market and data analysis, conduct of surveys, organisation and participation in events and conferences (the "**Services**").

1. Personal Data Collected

Personal data is all information relating to an identified (e.g., surname or first name) or identifiable (e.g., passport number) natural person.

We process personal data obtained from Data Subjects in the context of their relationship with SAI Platform e.g. when you create a member's account on My SAI Platform, participate at a meeting or event or request a Service.

We may also process personal data obtained indirectly through external sources, in particular public sources (for example publications or databases).

We may in particular collect the following types of information (the "**Personal Data**"):

- *Contact information*: full name, professional email address and phone number, company name, sector, function;
- *Personal information*: LinkedIn profile (when informed), biography, areas of interest, photo and video (in the context of an event);
- *Financial information*: payment card details, billing details;
- *SAI Platform employment relationship*: letter of application and all related documents (e.g., resume, copies of diplomas, work certificates, references), employment contract, information required for payment of wages and other benefits, records (and justification when applicable) of working hours, vacations, sick leave and other absences; work history; other documents



required in the employee's file (e.g., copies of ID, work permit if applicable, social security information, withholding tax certificate if applicable).

2. Use of Personal Data

The Personal Data we collect will be used for the following purposes:

- To process the registration of your organization as a member of SAI Platform ;
- To provide you with access to My SAI Platform;
- To provide you a Service to which you subscribed;
- To process your subscription to our newsletter;
- To send you a survey and process your answers;
- To process your application and publication as an advisor part of the SAI Platform Advisor Network;
- To process your payment for Services, registration to an event or membership fee;
- To provide you information on our activities, events and publications;
- To manage our employment relationship.

3. Purpose of Processing

We process your Personal Data, as described in Article 2 above, for the following purposes:

- (i) *To fulfil our contractual obligations:* such as in relation to the management of SAI Platform's membership, a service contract, the provision of our Services, the organisation of an event, or as part of an employment relationship.
- (ii) *To fulfil our legitimate interest:* in particular
 - a. performing, developing, improving and promoting the activities of SAI Platform
 - b. advocacy and communication on SAI Platform's activities;
 - c. manage SAI Platform's communication and publication in the media;
 - d. personalizing the offer of SAI Platform's Services;
 - e. ensuring SAI Platform's IT security and IT operations;
 - f. establishing, asserting and/or defending actual or potential legal claims.
- (iii) *To comply with legal or regulatory obligations* we are subject to, including laws which may be outside the country you are located in;
- (iv) *On the basis of your consent:* when you subscribe to My SAI Platform, you may participate in a survey or other processing that cannot be based on the above mentioned purposes.

4. Data Sharing



We may share your Personal Data with third parties in connection with the conduct of our activities or the provision of our Services. The recipients of any such information will depend on the Services that are being provided. In particular, we may disclose your Personal Data to:

- IT, storage or platform services providers, including to administer My SAI Platform or other platforms or tools we provide to our members;
- Service providers performing services on our behalf, including marketing, communication or event planning services (e.g., agents, contractors, consultants or hotels);
- Research partners, survey providers and other suppliers with whom we collaborate in the context of a survey;
- Other partners as part of the provision of our Services and planification of our events (e.g., our event partners as part of the organization of our events);
- Local authorities to the extent deemed necessary, in particular for sanitary or security reasons or as required by mandatory laws and regulations;
- Any other persons as agreed with you.

5. Data sharing outside Switzerland

In the circumstances mentioned in Section 4 above, we may transfer your Personal Data to jurisdictions that: (i) ensure an adequate level of data protection (as per the list of countries in Annex 1 to the Swiss data protection ordinance and, as applicable, based on a decision of adequation of the European Commission); or (ii) do not offer an adequate level of data protection. In the latter case, we will ensure that appropriate safeguards are provided, *e.g.*, by using the standard contractual data protection clauses established by the European Commission and taking additional protective measures to the extent required.

More information is provided on the transfer of your Personal Data outside Switzerland in Appendix 1 to this Privacy Notice (Transfer of Personal Data outside Switzerland), which may be amended from time to time.

To obtain details on the applicable safeguards, please contact us at the address provided under Article 9 below.

6. Data Retention

The conservation of your Personal Data will not exceed the period of time that is necessary to complete the purpose of its collection (see Article 3 above) and/or to provide the Service you requested, unless a longer period of conservation is required in order to comply with our legal obligations, to resolve disputes or to enforce our agreements.

To obtain details on the retention periods of your Personal Data, please contact us at the address provided under Article 9 below.



7. Your Rights

Subject to the local data protection laws which apply to your situation and other applicable regulations, you have the following rights:

- *Right of access*: to obtain information relating to the processing of your Personal Data and a copy of such Personal Data;
- *Right of rectification*: to ask us to update and correct any out-of-date or incorrect Personal Data that we hold about you;
- *Right to withdraw your consent*: where your consent has been given for the processing of your Personal Data, the right to withdraw such consent, at any given time, without affecting the lawfulness of processing based on consent before its withdrawal;
- *Right of erasure*: to request the deletion of your Personal Data;
- *Right of opposition*: to oppose to the processing of your Personal Data;
- *Right to data portability*: to request that the Personal Data you have provided to us be returned to you, or where technically feasible transferred to a third party, under a commonly used electronic format;
- *Right to request the restriction of processing*; and
- *Right to file a complaint*: in relation to the processing of your personal data with the competent data protection supervisory authority.

You may exercise these rights by contacting us through the contact details provided in Article 9 below. Please note that we may request you to provide sufficient proof to verify your identity.

In Switzerland, the competent data protection authority is:

The Federal Data Protection and Information Commissioner (FDPIC)
Feldeggweg 1
CH – 3003 Berne
www.edoeb.admin.ch/edoeb/en/home.html

Even if you object to the processing of your personal data, we are nevertheless allowed to continue the same if the processing is, in particular, (i) legally mandatory, (ii) necessary for the performance of a contract to which you are a party or (iii) necessary for the purposes of an overriding legitimate interests we follow, including the establishment, exercise or defense of legal claims.

8. Changes to this Privacy Notice



We may update this Privacy Notice from time to time. The latest version of this Privacy Notice is published on our website at [\[link\]](#).

9. Contact Information

If you have any questions or concerns regarding this Privacy Notice or the processing of your Personal Data, please contact us at info@saipatform.org.