

Analyse of our exposure to risk

## PREAMBULE :

**WE DO NOT STORE ANY SENSITIVE DATA** (Personal Data revealing information as to an individual's racial or ethnic origin, political opinions, religious or philosophical beliefs, offenses, criminal convictions, criminal history, trade union membership, health or sex life.)

- What are our client data sources and how do we collect their personal data?  
We receive the following datas : name, email address and postal address of our clients from the relocation companies hiring us or from the clients themselves.
- What kind of data do we collect and how much of it do we actually use?  
Only personal information as long as necessary to fulfil the purpose of collection.
- How do we use personal data in our operations?  
To communicate directly with our client and to fulfil our services.
- Where do we store data and who has access to it?  
We store the datas on paper in closed closet or on the computer of the two managers as well in our external backup.
- How does data flow within our company across processes/ functions/ departments?  
Beeing a micro company the data only flows via emails between the two managers.
- What are our processes for sharing, transferring, modifying and deleting data?  
We don't share datas externally, and do not file any PI.

## PRIVACY POLICY PISLER FURNITURE RENTAL GMBH

Name and contact details of organisation and DATA PROTECTION OFFICER.

PISLER FURNITURE RENTAL GMBH,  
Eric Pisler, [ericpisler@expat-furniture.ch](mailto:ericpisler@expat-furniture.ch), 078 746 59 86

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### Legitimate interest :

Any data requested will be used to fulfil the purpose of collection :  
delivering, picking up furniture and invoicing for our services.

Types of information about a client that reside in our company's files :

Name of client, email-address, postal-address, phone number, company  
of the client

We don't share the datas externally.

All our datas were given to us either by the clients themselves or their relocation  
company.

We store these datas safely in our closed archives and on our own hard disk.

We intend to store the client's data according to the swiss laws during 10 years.

The clients have the right to access to all their personal data and/or have them  
deleted by contacting Eric Pisler.

For the management :

Eric Pisler

