

colada Data Protection Provisions

The protection of your personal data when using colada is an important and central concern for salce colada. With these data protection provisions, we would like to inform you of the type of salce colada data saved, how your personal data is processed and what influence you have on this.

These colada data protection provisions supplement the general terms and conditions of salce colada.

In doing so, personal data is collected, processed and used in compliance with the Data Protection Act of Switzerland, Germany and the European Union.

1. Definition of terms

salce colada uses the following fixed terms in this data protection provision:

- "Personal data" is the individual information on the personal or material circumstances of a natural person or legal entity.
- "salce colada" includes salce colada ag as headquarters and salce Deutschland GmbH as branch.
- "colada" is online software for management tasks in the MICE industry and is developed and operated by salce colada.
- The personal data, which you must input when registering for colada services (mandatory fields), is designated as "registration data".
- The websites, on which salce colada offers the colada services, are called "colada-websites".
- "colada users" are registered users with a license agreement. For example, registered event organizers or project managers can be designated as colada users in colada.
- The personal data saved on the colada user is called "profile".
- The services offered on the colada websites that are subject to registration are called "colada services".

2. Basis of data collection

- salce colada uses the personal data exclusively to enable the use of the colada services that are subject to registration. In no case, will salce colada give the personal data for advertizing or marketing purposes to third parties or otherwise forward this to third parties.
- colada users are also requested to indicate an e-mail address when they register with colada so that a user name and a password can be sent to them.
- If certain persons show an interest in additional information, salce colada also requests additional personal data under certain circumstances.
- This data protection provision applies to all colada users and they accept the colada data protection provisions once they use our colada services (colada users must state that they are in agreement with the data protection and data security provisions). The provisions only apply to the colada websites and not to websites that we link or make reference to.

3. Scope of the data collected

- colada must collect and process certain personal data from you as your registration information so that colada services function and colada users have access to them. The following registration details are collected:
 - E-mail address
 - Password
 - First and last name of the colada user
 - Company name
 - Address (street, city, zip code)
 - Telephone number
- Only an e-mail address and a password must be indicated to use colada.go.
- Additional data in the profile can also be collected by the colada users on a voluntary basis.
- Additional data can and should be added by the colada users for some colada services, so that colada can be used to its full extent (including personal data of colada users). This includes, for example, participant data for an event. salce colada has no influence on this. The service team of salce colada assumes the real collection and/or processing of this data if this is desired by the

colada user.

4. Changing and deleting the data

- The colada user can change all data at any time and can also voluntarily delete added data. Personal data can be processed directly into the profile via the colada user in colada. This data can only be processed when the colada user is logged in with e-mail address and password.
- Personal data of colada users (for example, participant data) can be changed and deleted by the colada user and (depending on setting and scope of the colada services) by the participant (as an example).

5. Data of colada users on the central server

- colada users utilize the central server for the storage of data and information. This data is not checked by salce colada and is not used, distributed, printed or published together with other data, except at the express wish of the colada user or of the owner of the data.
- Individual data may only be viewed for the purpose of solving a problem, for support purposes or when there is suspicion of a violation of the license agreements or within the scope of legal provisions. The colada users are naturally responsible for the preservation of confidentiality and security of their user names and passwords.

6. Phishing

- Based on the implementation of international security and service guidelines, and in terms of future certification of salce colada according to ISO 27001 (ISMS – Information Security Management System), salce colada is obligated to advise all websites generated by colada of the system in which the data is saved.
- That is, it must not appear that data is collected and saved by the colada user, even though it is in reality collected and processed further via a colada registration or another colada service. If, e.g., colada was adapted to the design of a bank within the scope of an event, it must be clear that it is not an official site of this bank. Anything else would be PHISHING (for more information, see <http://www.itwissen.info/definition/lexikon/Phishing-phishing.html>)
- The footer of every colada website lists the note “powered by colada” as well as a link to these data protection provisions to make this point.

7. How does salce colada protect its data from loss, misuse and manipulation?

- salce colada uses clear user names and passwords, which must be input at every log-in.
- Our websites use security features that offer protection from loss, misuse and manipulation of the data.
- When our site is accessed with Mozilla Firefox Version 3.0 or higher, or Microsoft Internet Explorer Version 6.0 or higher, the data is protected by Secure Socket Layer (SSL) technology, which contains server authentication as well as data encryption. In this way, we guarantee that the data is secure and accessible by you. We have also taken additional, comprehensive security precautions in accordance with state-of-the-art of technology.
- Based on dynamic data and coded session IDs, the site is located in a secure server environment, which is protected by a firewall and other modern technologies for the prevention of malfunctions or intrusion attempts.
- All data for payment via credit cards is collected via Payment Partner services and used exclusively for the examination of creditworthiness and/or for settlement of the registrations of participants.
- salce colada uses third party services for the transaction of credit card processing (payment gateways). The choice and assignment of such a payment partner (e.g. datatrans, Wirecard, etc.) is the concern of the colada user. salce colada only makes this choice in the case of colada.go.
- You will find comprehensive information on the topic of data security in the colada data security provisions.

8. Cookies

- We try to design your dialogue with the colada websites as simply and conveniently as possible. When you visit the colada websites, our web server sends a cookie to your computer or other terminals. Cookies are data elements that are sent by the colada website to a browser. These are saved on the computer hard drive and notify us if the colada user has previously visited the

website.

- Cookies do not identify you personally. They only recognize your browser. If you do not identify yourself, you remain anonymous for www.salcecolada.com. There are two forms of cookies: session cookie and persistent cookie.
 - Session cookies exist only during an online session. They disappear from your computer as soon as you close your browser or switch off your computer.
 - Persistent cookies remain on your computer after closing your browser or switching off your computer. They contain information such as clear identification of your browser.
- colada uses session cookies that contain encrypted information. These facilitate your clear identification to the system while you are logged in.
- In this way, salce colada can handle your online transactions and requirements. Session cookies help us to check whether you are the person who has used the log-in data.
- We use persistent cookies only at the express request of the colada user (e.g., "Remember this information?") and do not save personal data of any kind.
- You can deactivate the storage of cookies in your browser, limit it to certain websites or set your browser in such a way that it notifies you as soon as a cookie is sent. You can also delete cookies at any time from the hard drive of your PC. Please note that you can navigate on colada websites, but cannot use the colada services successfully when the receipt of cookies is deactivated.

9. Log files and event log

- Access data is saved in a log file, the server log, with every page view.
- The data record saved in the server log contains the following data:
 - Your IP address (through which your computer can be clearly identified),
 - The remote host (name and IP address of the computer that the site requests),
 - The time, the status, the data quantity transferred as well as the internet site, from which you have come to the site requested (referrer), as well as
 - The product and version information of the browser used (colada user agent).
- colada uses the standardized log file format of the Apache web server for this. The data in the server logs is anonymous; therefore, there is no assignment or reference to your person. However, salce colada reserves the right to check the log files retroactively via the last known IP address of colada users, where there may be a suspicion based on certain facts, that they are using the colada websites and/or the colada services contrary to law or the contract.
- The data record saved in the event log contains the following data:
 - Log-in
 - Assignment of rights
- colada saves the event log individually, in order to recognize possible errors, e.g. erroneous links or program errors and to use the event log for the further development of the colada websites.
- The event log is deleted periodically.

10. Specific regulations for colada.interactive

- Specific regulations apply with regard to data protection in the case of colada.interactive. You will find these regulations in the exhibit to this data protection provision.

11. Additional information

- If you still have questions on these data protection provisions or on data security, please contact our data protection officer via the following e-mail address: security@salcecolada.com
- You can also find these data protection provisions at www.salcecolada.com/fileadmin/PDF/Datenschutzerklaerung_DE.pdf.
- In addition, you will receive information on our colada data security provisions at <http://www.salcecolada.com/fileadmin/PDF/Security-Statement.pdf>.
- You have access to the data protection and data security provisions from every colada website.

12. Change to these data protection provisions

- salce colada reserves the right to change these data protection provisions at any time, when for example it is required based on new colada services or based on legal changes.

- salce colada will inform the colada user on all changes to these data protection provisions as well as to the colada data security provisions per e-mail at the e-mail address indicated by the colada users within the scope of the registration.

13. Validity of this Privacy Policy

- These terms and conditions apply to the salce colada ag (Switzerland), the salce Germany GmbH, and all other companies of the group salce gmbh

Exhibit: Data protection provisions with regard to colada.interactive

Special regulations apply in addition to the aforementioned colada data protection provisions when colada.interactive is used by a colada user.

colada.interactive is a colada service that allows colada users to create a social network and to facilitate interactions between network participants. It is imperative that the personal data of these participants, called "members" below, be protected.

Personal member data must and can be collected here to facilitate an interaction. These members can register at colada.interactive.

a. Registration data

- salce colada must collect certain personal data from the members as their registration data at registration and process these so that the networking functions successfully. This registration information includes:
 - E-mail
 - Password
- The e-mail and the password are never shown to other members, but are used for communication between colada.interactive and the member. In this way, the members are also entitled to access their profile, and in this way, their personal data.
- salce colada will not forward this data to third parties for any reason and/or inform these third parties otherwise.
- The following data is also required to activate the networking:
 - Title
 - First name
 - Last name
- This personal data is part of the profile and can be seen by other members of the network in any event. In this way, members of the network can find one another.

b. Public, private information and status update

- In addition to the aforementioned data, the members can indicate other data in their profile. The profile of the members contains public and private information.
- The public information includes:
 - Title
 - Title (academic)
 - First name
 - Last name
 - Function
 - Company
 - Industry
 - Website
 - XING site
 - Facebook link
 - LinkedIn link
 - Twitter link
 - Keywords (I am offering)
 - Keywords (I am searching)
 - Profile photo
- In any event, this personal data can be seen by all members of the network. A prior confirmation of the contact is not required.
- Private information includes:
 - Address
 - E-mail address (not visible to anyone!)
 - Telephone
 - Cell phone

- Fax

- This personal data can only be seen by the contacts of the members.
- The members can also write status updates, which are published on the homepage of the contacts under "News from my network".

c. Contact management

- Personal data is only visible to the contacts. To add contacts to his profile, the member requested must confirm the contact request.
- Private information as well as status reports are released for view with this confirmation.
- In accordance with the base settings, only contacts can write messages to one another or make appointments.
- However, these restrictions can be changed under the profile settings.

d. Change, deletion and deactivation of the data

- The members have the opportunity to change or delete their individual data at any time. These functions are to be found in the registration mode under "start".
- It is also possible to delete or to deactivate the complete profile. A deleted profile cannot be reproduced, since the data is completely and irrevocably deleted. On the other hand, a deactivated profile can be reactivated, since the data is not deleted. When the profile is deactivated, participation in networking is no longer possible. The profile must first be reactivated.
- The contact list can also be edited, that is, the existing contacts can also be deleted again.
- It is also possible to place restrictions with regard to the private sphere at "profile settings", for example, view of the contact list by members.