

## Privacy Policy

Valid from July 1<sup>st</sup>, 2025

### 1. General information

- a) The protection of your personal data is important to us. We process your data exclusively based on the applicable legal provisions (e.g., GDPR, Data Protection Act).
- b) This Privacy Policy applies to all entities of the Q Point Group (hereinafter referred to as QP).

### 2. Contact

- a) The entity responsible for the processing of your personal data is the respective QP company involved:
  - Q Point AG: Güterstraße 20, CH-4900 Langenthal, Switzerland
  - Q Point GmbH: Rennweg 46-50, Top 29, 1030 Vienna, Austria
  - Q Point GmbH: Josef-Dietzgen-Str. 36, 53773 Hennef, Germany
- b) For any complaints, questions, or suggestions regarding data protection, we are available to assist you at any time. The contact details of the Data Protection Officer for all QP entities are as follows:
  - Q Point GmbH: Data Protection Officer, Rennweg 46-50, Top 29, 1030 Vienna, Austria, [dpo@q-point.com](mailto:dpo@q-point.com).

### 3. Processing of data that you disclose to us

#### a) General processing in the context of the business relationship

We process your personal data for the proper handling of business transactions to be performed by us within the scope of our services, in particular for the processing and management of orders as well as for the conclusion and execution of contracts.

The processing of your data is carried out for the performance of a contractual relationship or is based on a legal ground within the framework of a business relationship (or for its settlement). Any disclosure of the relevant data to third parties in each individual case is made exclusively on the basis of a legal provision and for the fulfillment of contractual obligations.

Where necessary, your data may be disclosed especially to the following categories of recipients: banks, legal representatives, fiduciaries, auditors and tax advisors, courts, administrative authorities, debt collection agencies, external financiers, contractual and business partners, and insurers.

In individual cases, all QP companies or service providers commissioned by QP may have access to personal data in connection with the aforementioned data processing activities. Such access is based on QP's legitimate interest in providing services to customers efficiently and resource-consciously.

#### b) Processing of Personal Data in Connection with Contact Requests

If you contact us (e.g., by email, via our website, or by telephone), we will process your personal data for the purpose of carrying out pre-contractual measures or fulfilling a contract, in particular for handling and responding to your inquiry. Your data will not be transferred to third parties unless you have expressly consented to such transfer, or it has been initiated by you through an order or a similar transaction.

#### c) Data processing when using our software services

When you register to use our software services, we process your personal data for the purpose of fulfilling the underlying contractual relationship, in particular to ensure that the software services are provided to you in a functional and proper manner.

Certain software services require the integration of third-party software solutions in order to function properly. These third-party providers are subject to the same data protection obligations as QP. You agree that we may share data generated through your use of the software services with such third-party providers, to the extent necessary for the technical operation and provision of the relevant functions.

When using our mobile applications, it may be necessary to grant certain permissions on your mobile device (e.g., smartphone, tablet, smartwatch) in order to access the full range of functionality provided by the application.

#### d) SiteBuddy App

We collect and process the following data to enable you to use the functions within the app:

**Photos, videos, documents:** Storage, display and further processing within the app and in other Q Point products (web version).

**Personal data:** The SiteBuddy app uses the data you enter during registration (surname, first name, email address, telephone number) for authentication purpose by using technologies from Auth0.com.

**Location data (GPS):** The SiteBuddy app requires location information to enable you to record construction site information more easily based on your location (e.g. installation location). Location data is only used when the app is actively in use and is not stored.

**Device or other IDs:** The SiteBuddy app requires the device ID in order to assign unique information to your device. This is used exclusively to ensure the functionality of the app.

**Data transfer to third parties:** No personal data will be transferred to third parties, except during the authentication process.

**Other provisions:** The app is designed exclusively to support construction processes and does not contain any advertising.

**Legal basis:** The legal basis is based on your consent in accordance with Art. 6 para. 1 lit. a GDPR or the lawfulness of the processing in accordance with Art. 6 DSG (Swiss Data Protection Act). You can revoke your consent at any time via the app or device settings.

#### e) TruckBuddy App

We collect and process the following data to enable you to use the functions within the app:

**Personal data:** The TruckBuddy app uses the phone number you entered during registration to display new transport orders in the app that the client has assigned to you for transport. You can accept or reject the transport order at any time.

**Location data (GPS):** The TruckBuddy app requires location information to calculate the expected arrival time at the construction site or production plant for which you are currently carrying out a transport order. Location data is determined both during **active use** and in the **background** as long as an active transport order exists. Determination in the background is necessary to allow you to use other apps while carrying out the transport order. You can deactivate this authorisation at any time or terminate the transport order, in which case no location information will be collected.

**Device or other IDs:** The TruckBuddy app requires the device ID in order to assign unique information to your device. This is used exclusively to ensure the functionality of the app.

**Data transfer to third parties:** No personal data will be transferred to third parties, except during the authentication process.

**Other provisions:** The app is designed exclusively to support construction processes and does not contain any advertising.

**Legal basis:** The legal basis is based on your consent in accordance with Art. 6 para. 1 lit. a GDPR or the lawfulness of the processing in accordance with Art. 6 DSG (Swiss Data Protection Act). You can revoke your consent at any time via the app or device settings.

#### f) Data processing for the purpose of direct marketing

In the event that we receive your contact information in connection with the sale of our products and services, we will send you emails promoting our own similar products and services. The processing of your personal data in this context is based on our legitimate interest in establishing business relationships related to our own supply or service offerings. This legitimate interest arises from our aim to regularly inform you about news concerning our company, current offers, and events, as well as to promote our own range of services. You have the right to object to the processing of your data for direct marketing purposes at any time.

If you subscribe to our newsletter, you will receive regular information regarding our range of services and events. The legal basis for processing is your subscription and your explicit consent. You may unsubscribe from the newsletter at any time.

### 4. Information, correction and deletion of data

- a) If the General Data Protection Regulation (GDPR) applies to the contractual relationship, you shall have the following rights in particular: the right to access your stored personal data pursuant to Art. 15 GDPR, the right to rectification of inaccurate data pursuant to Art. 16 GDPR, the right to erasure of data pursuant to Art. 17 GDPR, the right to restriction of processing pursuant to Art. 18 GDPR, the right to data portability pursuant to Art. 20 GDPR, as well as the right to object to the processing of personal data pursuant to Art. 21 GDPR insofar as the processing is unreasonable for you.
- b) If the Swiss Federal Act on Data Protection (FADP) applies to the contractual relationship, you shall have the following rights in particular: the right to information about the processed personal data pursuant to Art. 25 FADP, the right to rectification of inaccurate data pursuant to Art. 32 para. 1 FADP, the right to deletion of unlawfully processed data pursuant to Art. 32 para. 2 FADP, the right to data portability or transfer pursuant to Art. 28 FADP, as well as the right to object to certain data processing activities pursuant to Art. 37 FADP.
- c) Where the processing of your personal data is based on your consent, you may withdraw this consent at any time without affecting the lawfulness of processing based on consent before its withdrawal. You have the right to lodge a complaint with the competent supervisory authority in your country. The personal data we request are necessary for the provision of our services. If you do not provide the requested data, we may be unable to deliver our contractual services or may only be able to do so to a limited extent.
- d) Automated decision-making, including profiling, does not take place.
- e) Should we process your personal data for purposes other than those for which the data were originally collected, we will inform you in advance of such other purposes and, if necessary, request your consent.

## **5. Data security**

- a) QP implements appropriate technical and organizational measures to protect the personal data processed by us against loss, alteration, destruction, theft, and unauthorized access. These security measures are continuously updated and improved in line with technological advancements.
- b) All personal data are stored within the European Union.

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