

Privacy Policy for the Corporate CarSharing solution of Post Company Cars Ltd

- 1. Scope**
 - 1.1 This Privacy Policy governs the processing of personal data when using the Corporate CarSharing solution ("SOLUTION"). Details of the service are contained in the General Terms and Conditions Corporate CarSharing.
 - 1.2 This Privacy Policy explains which data is collected, used, disclosed and otherwise processed by you as a contractual partner of Post Company Cars or as an end user (vehicle driver) before, during and after the use of the SOLUTION.
 - 2. What kind of data is processed in the SOLUTION and why?**
 - 2.1 When you use our SOLUTION, we collect the following categories of information for each pool vehicle:
 - 2.1.1 technical information: details pertaining to your vehicle such as Vehicle Identification Number, or "VIN" (which is associated with other information about you), its brand, model and year of manufacture and purchase;
 - 2.1.2 general performance details, including engine status, lock status, fuel level, mileage, battery voltage, EV battery;
 - 2.1.3 GPS data to determine the location of you, your pool vehicle and/or your mobile device relative to the location of your vehicle, including the relevant city and country in which each are located;
 - 2.2 If you are the end user of a vehicle, we additionally collect the following data from you and link this to the data on the vehicle you are using listed under section 2.1:
 - 2.2.1 data on your bookings and journeys you make or have made with pool vehicles, including date/time, starting point/destination, reason for booking (business or private), free text input, support information, GPS coordinates when you start using the vehicle and when you return it and the distance travelled;
 - 2.2.2 other personal data: user ID, user name, your first and last name, date of birth (to verify you are authorised to use the vehicle), driving licence and contact details, e.g. address, postcode, country, telephone numbers and e-mail address;
 - 2.2.3 certain details of the mobile telephone device (e.g. make and model) to which the Subscription is linked via the App;
 - 2.3 When you contact us in relation to the SOLUTION, we may also collect the following personal data from you:
 - 2.3.1 your name and contact details; for example, your address, postcode, country, telephone numbers and/or e-mail address;
 - 2.3.2 the reason you contacted us;
 - 2.3.3 information necessary for legal compliance.
 - 2.4 We collect the above-mentioned information as follows:
 - 2.4.1 We collect personal data via our app or website directly from the end user or his employer, if this is our contractual partner.
 - 2.4.2 Vehicle data is transmitted directly from the vehicle via the respective telematics solutions and Internet in real time to the systems of Post Company Cars.
 - 3. How does POST COMPANY CARS use your personal data?**
 - 3.1 We may use the data described in section 2 to:
 - 3.1.1 operate and administer the SOLUTION;
 - 3.1.2 improve the functionality and quality of the SOLUTION, including market research;
 - 3.1.3 promote the SOLUTION and other offers from Post Company Cars;
 - 3.1.4 assist with customer inquiries or complaints in relation to the SOLUTION, and the development of new, relevant services;
 - 3.1.5 meet obligations of any contract POST COMPANY CARS has with you;
 - 3.1.6 comply with legal, regulatory and other relevant requirements.
 - 3.1.7 for any other purposes related to the management of your legal relationship with POST COMPANY CARS.
 - 4. Aggregated Information**
 - 4.1 Post Company Cars aggregates selected data according to section 2, so that no identification of you or any other user of the SOLUTION is possible. It may be used for statistical analysis and administration, including but not limited to, analysis of trends, carrying out actuarial work, tailoring products, risk assessment and analysis of associated costs in relation to the operation of Device.
 - 5. Does POST COMPANY CARS share personal data with third parties?**
 - 5.1 In the case of commercial use, Post Company Cars shall disclose the data listed in section 2 to the respective end user and at the same time to the respective contractual partner of the pool vehicle. Personal profiles on the use of pool vehicles can be created from this data. Each contractual partner of Post Company Cars is personally responsible for the personal evaluation of this data in relation to its end users (employees) and, if necessary, obtain consent. There is the possibility to use the pool cars privately. In such cases, the contractual partner can only see the booking details necessary for invoicing, but no GPS, address or location information.
 - 5.2 Over and above this, your data is only disclosed to third parties for previously notified processing purposes to the extent that it is legally permissible or with your prior legal consent.
 - 5.3 POST COMPANY CARS may involve third parties for the provision of services, such as automobile workshops and breakdown services for vehicles, IT service providers, subsidiaries of Swiss Post, etc., and make the data required for this purpose available to these contract data processors. POST COMPANY CARS has, in particular engaged Next Generation Mobility GmbH with its headquarters at Zielstattstr. 13, 81379 Munich, Germany, to collect, store and process your personal data on behalf of POST COMPANY CARS and to operate the SOLUTION on behalf of POST COMPANY CARS.
 - 5.4 Diese beigezogenen Dritten sind denselben Pflichten betreffend Datenschutz unterstellt wie POST COMPANY CARS selbst und dürfen – unter Vorbehalt abweichender gesetzlicher Bestimmungen – Ihre Daten nicht für eigene Zwecke und nur in unserem Auftrag sowie auf unsere Weisung bearbeiten. POST COMPANY CARS undertakes to select, instruct and monitor such service providers in a prudent manner.
 - 5.5 The data processors may also be domiciled abroad. POST COMPANY CARS guarantees that the data processors will apply appropriate data protection in the destination country.
 - 6. What safeguards are in place to protect your personal data?**
 - 6.1 POST COMPANY CARS takes steps to protect the security of your personal data in accordance with applicable law. POST COMPANY CARS and any other contract data processors will be required by POST COMPANY CARS to implement appropriate technical and organizational measures to protect the personal data they process against any unauthorized access, alteration, transmission, public disclosure, deletion or destruction, as well as damage and accidental loss or deletion of the personal data.
 - 7. What rights do you have to review, amend, revoke your consent for the use of and/or delete your personal data?**
 - 7.1 You have the right to request information on the processing of your personal data.
 - 7.2 If the data is not necessary for the provision of the SOLUTION, you can prohibit the processing of your data and request its deletion.
 - 7.3 You also have the right to have incorrect personal data corrected.
 - 7.4 For all requests for information, correction, revocation of consent and deletion, please contact the point of contact listed under section 8 in writing with a copy of your passport or ID.
 - 8. Contact details of POST COMPANY CARS**

POST COMPANY CARS LTD
Service Center
Stöckackerstrasse 50
3030 Bern
Switzerland
 - 9. Changes to this Privacy Policy**
 - 9.1 We may change this Policy from time to time in order to reflect changes in the law and/or our current privacy practices. We will update the policy effective date at the bottom of the Policy accordingly.
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