



# Yonder

## Privacy Policy

(12.04.2021)

### Copyright Reminder

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### Non-disclosure Reminder

All information in this document is strictly confidential and may only be published by Yonder, Switzerland.

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# 1 Data Ownership and Privacy

## 1.1 Ownership

We believe that our clients' data is their own. Our client agreements are transparent; clients are not required to relinquish rights to their data, nor the insights derived from that data, to benefit from Yonder's solutions and services.

## 1.2 Privacy

Yonder is fully committed to protecting the privacy of our clients' data.

For EU citizens, if you provide your opt-in consent to receiving marketing information from us, we will process your email address for the purpose of sending you marketing information about Yonder products and apps, newsletters, and other occasional emails.

For non-EU citizens, by giving us your email address, you consent to receiving marketing information from us and Yonder will also process your email address for the purpose of sending you marketing information about Yonder products and apps, newsletters, and other occasional emails.

## 1.3 Data Stored in Yonder Mind

Some client data is stored in our application, Yonder Mind. Personal data stored is limited to names and/or usernames and compliance relevant actions taken by these users in Yonder Mind (e.g. approvals given to documentation).

This data is stored to allow for a full audit trail, even when the person is not a Yonder Mind user anymore. Data is only deleted when the company the person has been associated with ceases to be a Yonder customer. Regardless of storing duration, Yonder only processes data in accordance with Art. 6 of GDPR:

*Processing shall be lawful only if and to the extent that at least one of the following applies:*

- a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes;*
- b) processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;*
- c) processing is necessary for compliance with a legal obligation to which the controller is subject;*
- d) processing is necessary in order to protect the vital interests of the data subject or of another natural person;*
- e) processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;*
- f) processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party, except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child.*

## 2 Data Access

Yonder has not provided client data to any government agency under any surveillance program involving bulk collection of content or metadata. We do not provide access to client data stored outside the lawful jurisdiction of any government requesting such data, unless the request is made through internationally recognized legal channels such as mutual legal assistance treaties (MLATs). If we receive a request for enterprise client data that does not follow such processes, we will take appropriate steps to challenge the request through judicial action or other means.

## 3 Data Security

### 3.1 Encryption

Yonder opposes any effort to weaken or limit the effectiveness of commercial encryption technologies that are essential to modern business. Yonder does not put “backdoors” in its products for any government agency, nor do we provide source code or encryption keys to any government agency for the purpose of accessing client data. We support the use of internationally accepted encryption standards and algorithms, rather than those mandated by individual governments.

### 3.2 Information Security

We take steps to ensure that your information is treated securely and in accordance with this Privacy Policy. Unfortunately, the internet cannot be guaranteed to be 100% secure, and we cannot ensure or warrant the security of any information you provide to us. Neither Yonder, nor its affiliates, nor any of their respective employees, officers or agents or the provider of the internet services on behalf of Yonder (nor any other person involved in the management or establishment of the Service) can give any representation or warranty as to the absolute security of the data transmitted using our Documentation-as-a-Service solution, and cannot give any guarantee that such data will not be compromised by bad actors. If you choose to provide data to or allow collection of data by Yonder, then you do so understanding the aforementioned risk.

By using our Documentation-as-a-Service solution or providing Personal Information to us, you agree that we may communicate with you electronically regarding security, privacy, and administrative issues relating to your use of Yonder. If we learn of a security system’s breach, we may attempt to notify you electronically by sending an email to you.

## 4 Cookies and Similar Technologies

### 4.1 Website

To help analyze how you and other visitors navigate the Yonder website, we compile aggregate statistics about site usage and response rates to help diagnose any problems with Yonder's servers, and maintain user experience continuity across website pages and site visits, we, with assistance from third-party analytics service providers, collect certain information when you visit our site. This information includes IP address, geographic location of the device, browser type, browser language, date and time of your request, time(s) of your visit(s), page views and page elements (e.g., links) that you click. We may use cookies, pixel tags, web beacons, clear GIFs or other similar tools on our sites or in our email messages to assist us in collecting and analyzing such information. We use this information to provide better, more relevant content on our sites, to identify and fix problems, and to improve your overall experience on our sites.

If you do not want information collected through the use of these technologies, there is a simple procedure in most browsers that allows you to automatically decline many of these technologies, or to be given the choice of declining or accepting them.

If you reside in the European Union or other jurisdiction that requires us to obtain your consent to use cookies on our sites, then you will have an opportunity to manage your cookie preferences on the sites; except that certain cookies are required to enable core site functionality, and you cannot choose to disable those cookies.

### 4.2 Yonder Mind Application

We also collect data from users about their usage of the Yonder Mind app. The types of analytical information that are collected include the date and time the app accesses our servers, app version, the location of the device, language setting, what information and files have been downloaded to the app, user behavior (e.g., features used, frequency of use), device state information, device model, hardware and operating system information, and information relating to how the app functions. Yonder uses this data to improve the quality and functionality of the Yonder app; to develop and market products and features that best serve you and other users; and to help identify and fix app stability issues and other usability problems as quickly as possible.

## 5 Your Rights

If you reside in the European Union, you have the right under the General Data Protection Regulation (GDPR) to request from Yonder access to and rectification or erasure of your personal data, data portability, restriction of processing of your personal data, the right to object to processing of your personal data, and the right to lodge a complaint with a supervisory authority. Please bear in mind that this right might be limited under Art. 6 of GDPR. If you reside outside of the European Union, you may have similar rights under your local laws.

To request access to or rectification, portability or erasure of your personal data, please contact Yonder at [contact@yonder.info](mailto:contact@yonder.info).

If you live in the European Union and you wish to exercise your right to restriction of processing or your right to object to processing, please contact Yonder at [contact@yonder.info](mailto:contact@yonder.info).

If you do not live in the European Union but you believe you have a right to restriction of processing or a right to object to processing under your local laws, please contact Yonder at [contact@yonder.info](mailto:contact@yonder.info).