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Data protection information under the EU General Data Protection Regulation (GDPR) for authorized representatives/agents of legal entities

This information is applicable for current and potential clients of Vontobel Swiss Wealth Advisors AG (hereinafter referred to as «VSWA»; «we»).

VSWA is committed to complying with data protection laws and regulations to ensure the protection and confidentiality of your Personal Data. In addition, to the extent that you use Bank Vontobel AG as your custodian, we are additionally required as the Bank's agent to observe Swiss bank-client confidentiality rules. The following information shall provide an overview of how we process your Personal Data and your rights under applicable data protection laws and regulations. Which specific data are processed and how they are used depends largely on the services requested or agreed in each case. However, we process data about individuals («Personal Data»), including data on employees, contractors, shareholders, partners and/or any other relevant person linked to our business partners («Affected Persons»).

Please also forward this information to the current and future representatives of your company, as well as to all other Affected Persons on which you have already provided or on which you will provide Personal Data to us in the course of our business relationship.

1. Who is responsible for the data processing and who can I contact in this regard

The following entity (Including its branches) is responsible for the data processing:

Vontobel Swiss Wealth Advisors AG

Gotthardstrasse 43

CH-8022 Zurich

Switzerland

Phone: + 41 44 287 81 11

At VSWA, there is a designated internal data protection responsible officer, please contact us at: info@vontobeladvisors.com.

In addition, you may contact our corporate Swiss and/or Group Data Protection Officer (DPOs) at:

- Swiss DPO: dpo.ch@vontobel.com
- Group DPO: dpo.vontobelgroup@vontobel.com

2. What source and what type of data do we process?

We process Personal Data that we receive from you in your capacity as an Affected Person.



2/7 We process Personal Data which has been or will be given to us from our current and/or potential business partners in the context of our business relationship.

Should it be necessary for the provision of our services, we process Personal Data that we have lawfully (e.g., performing contracts or on the basis of your consent) received from other entities within the Vontobel Group or other third parties (such as private commercial databases or third party professionals that you have retained and authorized to provide information to us directly). In addition, we process Personal Data from publicly available sources (e.g., commercial registers and registers of associations, press, Internet) which we lawfully obtain and are permitted to process.

Further, we process Personal Data of Affected Persons, such as name, address and other contact details (telephone, e-mail address), title, date of birth, gender, nationality, marital status, partner type data (employed / self-employed), identification data (such as ID, tax-ID), certification data (such as specimen signature) and contract related data.

When we conduct due diligence checks, or if products and/or services are purchased and used, additional Personal Data may be collected, processed and stored in addition to the aforementioned data (such as information and records on your professional knowledge of and/or experience with financial instruments, CVs, criminal records or any other information publicly available or accessible through third party providers).

3. Does VSWA collect special categories of data (Art. 3 (c) Swiss Federal Act on Data Protection (FADP); Art. 9 GDPR)

To the extent that we process any special categories of data relating to Affected Persons, we will do so because the processing is necessary for the establishment, exercise or defense of a legal claim or right, for reasons of substantial public interest or because they have given their explicit consent to VSWA to process that data (where legally permissible). In that sense, we might process biometric data that is classified as sensitive personal data (Art. 4 (14), Art. 9 (1) GDPR). In this respect, your explicit consent will be required in a separate procedure in order to obtain a biometric identification (e.g. Touch ID) or other biometric identification to use it for access to certain applications.

4. For what purpose do we process your data and on what legal basis

We process the aforementioned personal data in compliance with the provisions of the EU General Data Protection Regulation (GDPR), the Swiss Federal Act on Data Protection (FADP) and U.S. federal law, as applicable.

4.1. For the fulfillment of contractual obligations (Art. 13 (2) (a) FADP; Art. 6 (1) (b) of the GDPR)

Data is processed in order to provide financial services in the context of carrying out our contracts with our clients or to carry out pre-contractual measures that occur in response to a request. The purposes of our data processing are primarily in compliance with the specific products and services and can include needs assessments, advice, asset management and support, consultation with outside legal counsel as well as the routing of transactions. You can find other details about the purposes of data processing in the relevant contract documents and terms and conditions.



3/7 **4.2. For compliance with a legal obligation (Art. 13 (1) FADP; Art. 6 (1) (c) GDPR) or in the public interest (Art. 6 (1) (e) GDPR)**

As an investment adviser headquartered in Switzerland and registered with the U.S. Securities and Exchange Commission (SEC), with Exempt International Adviser status in Canada and branch offices in the United States, we are also subject to various legal and regulatory obligations in Switzerland and abroad (e.g., the U.S: Investment Adviser Act of 1940, the U.S. Securities Exchange Act of 1934, Swiss, U.S. and Canadian anti-money laundering legislation, SEC rules, regulations and interpretive guidance, tax laws and the like). Other purposes of processing include assessment of identity, anti-fraud and anti-money laundering measures, the satisfaction of regulatory obligations to carry out compliance controls and monitoring, including of electronic communications, the satisfaction of tax law control and reporting obligations as well as the assessment and management of risks within VSWA and Vontobel Group, including through consultation with outside legal counsel.

4.3. For the purposes of safeguarding legitimate interests (Art. 13 (1) FADP; Art. 6 (1) (f) of the GDPR)

Where necessary, we process your data beyond the actual performance of our contractual obligations in order to safeguard the legitimate interests pursued by us or a third party, which does not unduly affect your interest or fundamental rights and freedoms. Apart from the following examples, we also obtain Personal Data from publicly available sources for client acquisition purposes, such as:

- marketing or market and opinion research, unless you have objected to the use of your data;
- asserting legal claims and defense in legal disputes;
- guarantee of IT security and IT operation;
- prevention and clarification of crimes;
- video surveillance to protect the right of owner of premises to keep out trespassers, for collecting evidence in hold-ups or fraud, or to prove availability and deposits, e.g. at ATMs, office entrances;
- measures for building and site security (e.g. admittance controls);
- measures for ensuring the right of owner of premises;
- measures for business management and further development of services and products; and
- Group risk management.

For all the data processing foreseen in points 4.1. - 4.3. the jurisdictional base of the data processing is determined by the necessity of carrying out a legal obligation. Therefore, in these cases, the obtaining of your affirmative consent to this data processing is not necessary.

4.4. On the basis of your consent (Art. 13 (1) FADP; Art. 6 (1) (a) GDPR)

Insofar as you have granted us consent to the processing of personal data for specific purposes (such as transfer of data within the Vontobel Group, the analysis of trading activities for marketing purposes, etc.), the lawfulness of such processing is based on your consent. Any consent granted



^{4/7} may be revoked at any time. This also applies to the revocation of declarations of consent that are granted to us prior to the entry into force of the GDPR, i.e., prior to May 25, 2018. Please be advised that the revocation shall only have effect for the future. Any processing that was carried out prior to the revocation shall not be affected thereby.

5. Who receives your data?

Within VSWA, all employees are given access to your data who require them in order to perform our contractual, legal and regulatory obligations. Service providers and vicarious agents employed by us can also receive access to data for the purposes given, if they maintain banking confidentiality and our written instructions under data protection law and regulation. These are companies in the categories of financial services, IT services, logistics, printing services, telecommunications, collection, advice and consulting, including law firms, and sales and marketing.

With regard to transferring data to recipients outside VSWA, it must first of all be noted that, when our clients use Bank Vontobel AG as their custodian, we, as an agent to a Swiss bank, are under a duty to maintain secrecy about any client-related facts and evaluations of which we may have knowledge (banking confidentiality pursuant to Art. 47 Swiss Federal Banking Act). We may only disclose information about you if we are legally required to do so, if you have given your consent, if we are authorized to provide information and / or if processors commissioned by us guarantee compliance with banking secrecy and the provisions of the FDAP / GDPR).

6. Is data transferred to a third country or to an international organization

Data will only be transferred to countries outside Switzerland and the EU or the EEA (so-called third countries) if this is required for the execution of your client's orders (such as payment and securities orders), prescribed by law (such as reporting obligations under U.S. securities law), if you have given us your consent, including through your written contract with us, or in the context of commissioned data processing. If service providers in a third country are used, they are obligated to comply with the data protection levels in Switzerland and Europe, in addition to written instructions, by agreement to the EU standard contractual clauses.

We take seriously our obligation to ensure that any transfers outside the EU or the EEA are only made where the transfer is made to entities that can demonstrate equivalence in standards of security and other relevant data processing requirements.

7. For how long will my data be stored

We process and store your Personal Data as long as it is necessary for the performance of and compliance with our contractual, statutory and regulatory obligations and as long as you are authorized to represent the respective legal entity in dealings with us. In this regard, it should be noted that our business relationship is a continuing obligation designed to last for several years. We have processes in place to review at various points the different categories of data that we hold to ensure that we do not hold these for an excessive period of time.

If the data are no longer required for the performance of our contractual, statutory and regulatory obligations, they are regularly deleted unless their further processing – for a limited time – is necessary for other legal purposes, such as, e.g.:

- Compliance with records retention periods under applicable securities, commercial and tax laws and regulations;
- Preservation of evidence and/or all forms of relevant information when a lawsuit or government investigation is filed, threatened or reasonably anticipated, which requires us to keep records for an undefined period of time.

8. Data protection rights

8.1. In general

Every data subject has the right to access (Art. 8 FADP; Art. 15 GDPR), the right to rectification (Art. 5 FADP; Art. 16 GDPR), the right to erasure (Art. 5 FADP; Art. 17 GDPR), the right to restrict processing (Art. 12, 13, 15 FADP; Art. 18 GDPR), the right of object (Art. 4 FADP; Art. 21 GDPR), and if applicable, the right to data portability (Art. 20 GDPR). Furthermore, if applicable, you have a right to lodge a complaint with an appropriate data privacy regulatory authority (Art. 77 GDPR). The rights are dependent on the lawful basis selected for holding the particular data.

You may revoke your consent to the processing of Personal Data at any time. This also applies to the revocation of declarations of consent that are granted prior to the entry into force of the EU General Data Protection Regulation, i.e., prior to May 25, 2018. Please be advised that the revocation will only take effect in the future. Any processing that was carried out prior to the revocation shall not be affected thereby.

8.2. Ad hoc right of objection (Art. 21 GDPR)

You have the right to object, on grounds relating to your particular situation, at any time to processing of Personal Data concerning you which is based on processing in the public interest (Art. 6 (1) (e) GDPR) and for the purposes of safeguarding legitimate interests (Art. 6 (1) (f) GDPR). This includes any profiling based on those provisions within the meaning of Art. 4 (4) GDPR.

If you submit an objection, we will no longer process your Personal Data unless we can give evidence of mandatory, legitimate reasons for processing that outweigh your interests, rights, and freedoms, or unless the processing serves the enforcement, exercise, or defense of interests. Please note, that in such cases we will no longer be able to provide services and maintain a business relationship.

9. Am I under any obligation to provide data?

Within the scope of our business relationship with the legal entity you represent in dealings with us, you must provide Personal Data which is necessary for accepting and executing any representative authority / authorization and the performance of the associated contractual obligations or which we are legally obligated to collect. As a rule, in the absence of such data, we would not be able to accept you as the authorized representative / agent or would have to revoke any existing representative authority / authorization.

In particular, provisions of anti-money laundering law and regulation require that we verify your identity before establishing the authority / authorization, for example, by means of your passport or identity card, and that we record your name, place of birth, date of birth, nationality and your residential address. In order for us to be able to comply with this statutory obligation, you must





6/7 provide us with the necessary information and documents and notify us without undue delay of any changes that may arise during the course of the business relationship. If you do not provide us with the necessary information and documents, we will not be allowed to institute or continue the representative authority / authorization requested by the respective legal entity.

10. To what extent is automated decision-making (including profiling) carried out

As a rule, we do not make decisions based solely on automated processing as defined in Art. 22 GDPR to establish and implement the business relationship. If we use these procedures in individual cases, we will inform you of this separately, provided that this is prescribed by law. In such a case, you will have a right to object to these procedures under certain circumstances.

11. How do we protect Personal Data

All personnel accessing Personal Data must comply with the internal rules, policies and processes in relation to the processing of any Personal Data to protect the data and ensure the confidentiality of the same. They are also required to follow all technical and organizational security measures put in place to protect the Personal Data.

VSWA has also implemented adequate technical and organizational measures to protect Personal Data against unauthorized, accidental or unlawful destruction, loss, alteration, misuse, disclosure or access as well as against all other unlawful forms of processing. These security measures have been implemented taking into account the state of the art of the technology, their cost of implementation, the risks presented by the processing and the nature of the Personal Data, with particular care for sensitive data.

12. Contact

Please let us know if we do not meet your expectations with respect to the processing of Personal Data or you wish to complain about our data protection practices. This gives us the opportunity to examine your issue and make improvements, where necessary. In either of these cases, please send us a clear request in writing, together with a clearly legible copy of a valid official ID document (e.g. passport, ID card), either to VSWA or to one of the corporate DPOs named in para. 1. We will acknowledge receipt as soon as received, examine your issue and reply in good time. If a full response will extend beyond one month, taking into account the complexity and number of the requests, we will advise you of this.

13. Other legislation aspects

In order to comply with other legislation, e.g., Directive 2014/65/UE of the European Parliament (MIFID II), we are obliged to record telephone conversations with reference to operations concluded in the performance of our services.

14. Changes to the Privacy Policy

This data protection information was last updated on May 24, 2018. It may be subject to amendments. Any future change or additions to the processing of Personal Data as described above

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7/7 affecting you will be communicated to you through an appropriate channel (e.g., will be posted on our website).

