

SMSup Procedural Notice

DSG Art. 12 and EU-GDPR Art. 30 require that a record of all processing activities is kept. This procedural notice originating from F24 Schweiz AG as the Processor enables the Controller to prepare a record of processing activities in relation to the SMSup service and additional supporting processes.

1. Processor

Name and address of the responsible entity	F24 Suisse SA Route de Chésalles 21b 1723 Marly Zweigstelle der: F24 Schweiz AG, Samstagenstrasse 45, CH-8832 Wollerau
Telephone / Fax	T: +41 26 566 70 20
Email address	info@smsup.ch
Internet address / URL	https://www.smsup.ch/

2. Legal representation of the processor

Board of Directors	Stefan Götschi, Yves Grepper, Renate Helbling
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3. Personal details and contact details of the data protection officer of the processor according to Item 1

Name	F24 AG (100% Anteiliger der F24 Schweiz AG)
Street	Ridlerstrasse 57
Postcode / town	80339 München
Telephone / Fax	T: +49-89-2323638-0 F: +49-89-2323638-6
Email adress	datenschutz@f24.com ; dataprotection@f24.com

4. Purpose, Process description, Categories of processing

Purposes for which data is processed	<p>F24 Schweiz AG operates a platform for business messaging with SMSup. The platform allows clients of SMSup to have SMS messages reliably delivered to recipients defined by the customer.</p> <p>The specialists of F24 Schweiz AG analyse the communication needs of customers, assist the customers in the configuration and use of SMSup and in the case of support. Data is collected, processed and used within the scope of fulfilling the purposes described above, so long as a contractual relationship is in place for the use of the SMSup service.</p>
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¹ The English version of this document is a translation of the original in German for information purposes only. In case of a discrepancy, or for purposes of legal interpretation or validity, the German original will prevail and is legally binding.

5. Groups of data subjects and data or categories of data affected

Description of the primary groups of data subjects affected	<ul style="list-style-type: none"> • Customers of SMSup • Message recipients, i.e. people who receive messages via SMSup
Description of the primary related data or categories of data	<p>Customers of SMSup</p> <p><i>Required:</i> Name, first name, mobile phone number, email</p> <p><i>Optional (depending on the SMSup channels used):</i> Company, address, postcode, city, business telephone, private telephone, VAT number.</p> <p>Message recipients</p> <p>Data are created, managed and deleted exclusively by SMSup customers.</p> <p><i>Optional (depending on the SMSup channels used):</i> Name, first name, company, department, street, postcode, city, country, e-mail, telephone number, date of birth.</p>
Special categories of personal data	The purpose of the SMSup process is not to evaluate the personality of persons included in the process. No data within the meaning of Article 9 GDPR is stored or processed as part of the SMSup process.

6. Recipients or categories of recipients who may receive data

Public authorities if required by applicable laws and regulations. External contractors commissioned by F24 Schweiz AG to perform data processing. Internal departments within F24 Schweiz AG in order to fulfil the purpose set out under no. 4.

7. Default time limits for the erasure of data

Data of the SMSup procedure are created and deleted by the data controller.

The data is normally deleted according to the standard retention rules. Nothing special happens when the client stops using the service, unless they are specifically requested to delete it.

Here are the retention periods for data by type:

- SMS content: 6 months
- Contact lists: 26 months
- Campaigns: 14 months
- SMS responses: 14 months
- Short links: 1 month

8. Planned data transfer to third countries

There is no transmission to third countries outside the EU or outside the European Economic Area or for which there is no adequacy decision of the European Commission.