

Privacy Policy

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Last updated: June 27th, 2018

topten.info is a website of the Topten International Group (TIG). TIG respects your privacy. Please find below how we handle and store your personal information.

Data controller

Topten International Group (Schaffhauserstrasse 34, 8006 Zurich, Switzerland) is the controller of the personal data collected by the websites at www.topten.eu and www.topten.info

Data collection and use

TIG strives to limit the amount of personal information collected to support the intended purpose of the collection.

TIG collects data for the following purposes:

(1) Web analytics: TIG utilizes web analytic tools in order to improve our website and services. We use therefore Google Analytics and Matomo. By using Google Analytics anonymized data is sent to Google LLC and processed. (Google provides a browser plug-in that will allow you to opt-out of all Google Analytics measurements, which you can find at <http://tools.google.com/dlpage/gaoptout>.) Web statistics collected by the locally installed tool called Matomo are only stored and processed on our server. Data is used to verify web analytic data from Google Analytics and for security reasons. This data is not shared with any other party.

(2) Contact form: TIG provides a simple [contact form](#) in order to get quickly in contact with us. This message is directly sent via a server script to info(at)topten.info and will not be stored anywhere else. There are times when your message is forwarded, as e-mail, to other TIG project partners or contractors, or other experts who may be better able to help you.

(3) Server log files: The installed server software collects and stores personal data (i.e. IP address) in our server logs for the limited and legitimate purpose of detecting and preventing fraud and unauthorized system access and ensuring the security of your systems. Server log files are still kept unencrypted for up to 24-hours when they were first recorded.

Employees and contractors of TIG may be given access to data which is collected as stated above, but their use will be limited to the performance of their duties and the reason for processing (i.e. software development). Our employees and contractors who have access to your personal information are required to keep that information confidential and are not permitted to use it for any other purposes or share it with further parties.

Cookies

TIG websites use cookies – small text files that are placed on your machine to help the site provide a better user experience.

Cookies on our website are used to provide anonymised tracking data to third party applications like Google Analytics and Matomo.

Such information will not identify you personally it is statistical data about our visitors and their use of our site. This statistical data does not identify any personal details whatsoever.

However, you may prefer to disable cookies on this site and on others. The most effective way to do this is to disable cookies in your browser. We suggest consulting the Help section of your browser or taking a look at the [About Cookies website](#) which offers guidance for all modern browsers.

Transfer of data

TIG will not use or share your information with anyone except as described in this privacy policy. TIG will not rent or sell your information to anyone.

Contact & controlling your personal information

If you have questions on your privacy data stored within TIG or if you have any questions about this policy, please email to [info\(at\)topten.info](mailto:info(at)topten.info) or write to:

Topten International Group
Schaffhauserstrasse 34
8006 Zurich
Switzerland