

## **Swiss Personal Data Privacy Statement**

This policy sets out how Allied World Assurance Company, AG and Allied World Assurance Company (Europe) dac (Swiss Branch) (collectively with the other subsidiaries of Allied World Assurance Company Holdings, Ltd, “Allied World”, “we”, “us” or “our”) collects, uses, discloses or otherwise processes personal data about you so that we can provide you with and manage (re)insurance products and services, or employment or potential employment. At Allied World, we are committed to protecting the privacy of your personal data and complying with our obligations under the Swiss Federal Act on Data Protection and its ordinances (collectively, the “FADP”).

This policy applies to current and past Allied World policyholders in Switzerland or other individuals whose personal data Allied World has collected in relation to services and products offered by Allied World in Switzerland; and all individuals whose personal data is collected by us in the course of our activities in Switzerland, including service providers, contractors and employees.

### **Your Personal Data**

“Personal data” means any information relating to an identified or identifiable natural person. It includes, but is not limited to, information such as name, age, passport number, telephone number or address.

### **How We Collect Your Personal Data**

So that we can provide you with products, services, employment or potential employment, we may need to collect your personal data from you or your agents. We may also collect it from our agents and service providers; other (re)insurers and (re)insurance related organisations; statutory and regulatory bodies; people who are involved in a claim or who assist us in investigating or handling claims, including third parties claiming under your policy; witnesses and health care practitioners; marketing lists and industry databases; current and former employers; and publicly available sources.

### **Why We Collect Your Personal Data**

We collect and otherwise process your personal data so that we can provide you with and manage (re)insurance products and services, including to consider and process your application; to vary, cancel or renew your (re)insurance; to respond to your queries; to deal with and/or process any claims under your policy, including settlement, and to conduct necessary investigations; to complete due diligence and background checks that are either required by law or regulation or have been put in place by Allied World; to respond to your queries and administer your policy, including correspondence with you; to investigate fraud, misconduct or any unlawful act or omission in relation to your policy; to comply with legal obligations; for research and statistical purposes; for marketing (including, where permitted by law, direct marketing) of other services provided by us; and/or any purpose directly related to the above.

For people already working for us or for those who are looking to work with us, Allied World collects and otherwise processes personal data in order to pay you and provide you with other benefits, to ensure that we comply with the law, and generally to establish and manage the recruitment and employment

relationship. We may also use or disclose employee information in the course of proposed business transactions involving all or any part of our business.

### **Who We Disclose Your Personal Data To**

We may disclose your personal data to others where necessary for the purposes listed above. Parties to whom we may disclose your personal data to include other insurers; reinsurers; intermediaries; insurance associations, federations or similar organisations; related companies; our advisers, service providers and agents; external claims data collectors and verifiers; parties that have an insurance scheme in place under which you purchased your policy; parties involved in claims investigation and management; government and statutory agencies; and/or as otherwise required or allowed by law. The parties that we are disclosing your personal data to may either be located in Switzerland or overseas in locations that will vary from time to time, but may include where Allied World operates or where other third parties to whom we may transfer data, or their affiliates or sub-contractors, operate (including the United States, Bermuda, Canada, Ireland, the United Kingdom, Singapore, Hong Kong, Australia, Malaysia and India). In the absence of a Swiss adequacy decision, personal data would be disclosed or transferred outside of Switzerland in compliance with the FADP pursuant to standard data protection clauses approved, issued or recognized by the Swiss Federal Data Protection and Information Commissioner or other exceptions under the FADP.

### **How Long Do We Retain Your Personal Data**

We retain the personal data processed by us for as long as is necessary for the purpose for which it was collected, including as required by applicable law, regulation or contract, or for so long as there is any possibility that either you or we may wish to bring a legal claim. In the absence of legal, regulatory or contractual requirements, or a possible legal claim, our baseline retention period for records and other documentary evidence created in the provision of services is generally, depending on the type of record, at least seven years.

### **Your Consent**

This policy has been prepared by Allied World to explain how Allied World will collect, use, disclose or otherwise process your personal data so that we can provide you with and manage (re)insurance services and products. Whilst we may also ask that you sign an express consent form when taking out a new policy, in the absence of any signed consent, the use or continued use by you of any of Allied World's services shall be deemed as your acceptance and agreement to the provisions of this policy. For potential employees or employees, your continued involvement in the recruitment process or employment with Allied World shall be deemed as your acceptance and agreement to the provisions of this policy.

### **Access to Your Personal Data and Complaints**

You may have certain information rights relating to your personal data held by Allied World, including, under certain circumstances and subject to applicable law, a right to request in writing information on whether personal data relating to you is being processed, for access to the personal data we hold about you, to seek rectification or erasure of such data, to restrict our processing or dissemination of such data,

or to data portability. Your information rights are subject to certain legal exemptions and limitations and it is not always possible for Allied World to comply with the request. Where we can, we aim to respond to requests, or provide a reason for delay or decline where legally permitted, within 30 days of receipt. Unless providing the information involves a disproportionate effort or cost, requests will be handled free of charge. If you wish to exercise any applicable rights or have any other inquiries or complaints in relation to your personal data, please contact our Manager of Compliance Function for Switzerland via the following:

**Phone:** +41 41 768 1080  
**E-mail:** [data.protection@awac.com](mailto:data.protection@awac.com)  
**By post:** Allied World Assurance Company, AG  
Park Tower 15<sup>th</sup> Floor  
Gubelstrasse 24  
6300 Zug  
Switzerland  
Attn: Manager of Compliance Function

### **Changes to this Privacy Statement**

Please note that we may update this policy from time to time and amend it to reflect changes in legislation or other business changes, and your continued use of our products and services or employment is deemed your consent to such changes. You can review this policy on our website at <https://alliedworldinsurance.com/europe-uk/> to stay informed on how we are protecting your personal data.