

Privacy policy

Information on the collection of personal data by the Swiss Paraplegic Foundation

The Swiss Paraplegic Foundation (SPF) and the Benefactors' Association (BA) give high priority to data protection.

This information is intended to show you how your personal data is processed by the SPF and the BA and explain your rights under data protection law.

For data collected via the website, please refer to the Swiss Paraplegic Group privacy policy.

1. Who is responsible for data processing and who do I contact?

Data processing is the responsibility of:

Swiss Paraplegic Foundation
Guido A. Zäch Strasse 10
6207 Nottwil, Switzerland

The data protection officer can be contacted at:

Swiss Paraplegic Group
Data Protection Officer
Guido A. Zäch Strasse 1
6207 Nottwil, Switzerland
Email: datenschutz@paraplegie.ch

2. What sources and data do we use?

We process all your personal data that we receive from you as part of our relationship with you as a member, donor, visitor, customer, business partner, applicant, etc.

We also collect personal data from publicly available sources for the purposes of customer acquisition and membership marketing.

As part of an application procedure, you make your personal data available to SPF via your application for the purpose of job searching. Your data is stored and processed on the systems of our software partner Haufe-umantis AG.

It is possible that you may be recorded by our surveillance cameras at various publicly accessible locations (for example multi-storey car parks, materials handling locations, entrances and exits to buildings belonging to the Swiss Paraplegic Group; the locations are marked).

3. What data is collected?

We collect the personal details (name, address and other contact details, date of birth) and family circumstances of our members and donors.

In the case of contractual relationships resulting from a guided tour, business relationships, etc., we collect all data that we need to fulfil contractual or legal commitments.

In the event of requests for support to the Swiss Paraplegic Foundation for direct aid, we collect personal details (name, address, other contact details, date of birth), the diagnosis with the date of the accident or onset of illness, and information about the financial situation. A medical certificate and the most recent tax assessment must therefore be submitted in order to process these requests.

In the case of requests for benefactor benefits, we record personal details (name, address, other contact details, date of birth), the diagnosis with the date of the accident and the type of accident, the member number and the type of membership. We require a medical certificate to check eligibility for benefits and the ASIA and SCIM status to determine the definitive level of the amount due.

As part of an application process, we collect the data from the application documents such as cover letter, CV, vocational, training and further education qualifications and references.

Surveillance cameras film everyone on the Paraplegic Group campus (including underground car parks). Facial recognition software is not used.

4. Why do we process your data (purpose of processing)?

We process your personal data in accordance with data protection law.

The member and donor data is used exclusively to support the members and donors and is only used for our own purposes or the purposes of the Swiss Paraplegic Group (SPG), i.e. the SPF and its subsidiaries and partner companies.

Data from contractual relationships is processed for the purpose of providing and purchasing services in the context of implementing our contracts with you.

The data relating to requests to the SPF or the BA will be used exclusively for assessing requests.

The purposes of data processing are primarily based on the specific product (guided tours of the company, purchasing services, etc.).

To safeguard our own legitimate interests, in addition to the actual performance of the contract we also process your data for advertising or market and opinion research, unless you have objected to the use of your data.

5. Who gets my data?

Within the SPF, access to your data is granted to the people who need it to fulfil our contractual and legal obligations. Service providers and vicarious agents employed by us (who may also be abroad) may also receive data for these purposes if they have signed a data protection agreement.

Member and donor data is not made available to anyone outside the SPG for promotional purposes, nor is it sold or exchanged (see also the General Membership Terms of the Benefactors' Association).

The data relating to requests to the SPF or the BA will not be passed on to third parties, nor will it be sold or exchanged. It is also not used for advertising purposes or for market and opinion research.

SPF employees are obliged by the company to maintain confidentiality with regard to all facts and assessments of which they have become aware during their work. We will not pass on any information about you without your consent.

Within the SPG, data is only passed on from one organisation to another if you have consented to this.

The HR department of the SPC undertakes human resources management for the SPF. Applicant data is processed by the SPC HR department and stored and processed on the systems of our software partner Haufe-umantis AG. Secure transmission is ensured by using 128-bit encryption.

The data collected using video surveillance on the Nottwil Campus is only disclosed to third parties on the basis of a legal obligation or in order to assert the legitimate interests of an organisation of the Swiss Paraplegic Group.

6. Is data transmitted to a third country or an international organisation?

Our subcontractors may also process the data abroad. If this happens, we ensure that there is a level of data protection comparable to that in Switzerland.

7. How long is my data stored for?

We process and store your personal data as long as this is necessary to fulfil our contractual and statutory obligations. It should be noted that our relationship with you as a member, donor, visitor, applicant or business partner is a long-term relationship, which is intended to last for years.

If the data is no longer required for the fulfilment of contractual or legal obligations and if there is no longer a legitimate interest in storing the data, it will be deleted.

We will contact former members who have not extended their membership if they have not objected to the processing of their data.

If you are employed by the SPF, your applicant data will be included in your personnel file.

If you have applied but your application has been rejected, your details will be deleted approximately nine months after completion of the application process so that we are able to answer any possible queries from the regional employment centre. You will not be informed that the data has been deleted. If we want to include your data in a talent pool, we will obtain your explicit consent.

Video surveillance recordings are automatically deleted after 60 days at the latest. They will only be kept for longer than this if claims are asserted.

8. What are my data protection rights?

As a data subject, you have the right to information, inspection, rectification, erasure and restriction of processing. If you have consented to the processing of your data, this can be withdrawn at any time. Please note that the withdrawal will only be effective for the future. It does not affect processing that took place prior to the withdrawal.

The rights of the data subject can be asserted in any form. Please send any queries to:

Swiss Paraplegic Group
Data Protection Officer
Guido A. Zäch Strasse 1
6207 Nottwil, Switzerland
Email: datenschutz@paraplegie.ch

9. Erasure of data

The data we store will be erased as soon as it is no longer required for its intended purpose and the erasure does not conflict with any statutory retention obligations. If the user's data is not erased because it is required for other legally permissible purposes, processing of this data will be restricted. This means the data is blocked and not used for any other purposes. This applies, for example, to user data that must be retained for reasons relating to commercial or tax law.

10. To what extent is automated decision-making carried out?

In the SPF, no fully automated decision-making is carried out on the basis of the information available to us.

11. Is profiling carried out?

No profiling takes place using the data collected about you.

12. Security measures

We take organisational, contractual and technical security measures compliant with the state of the art, in order to ensure that the regulations of the data protection laws are adhered to and to protect the data we process against any accidental or deliberate manipulation, loss, destruction or against access by unauthorised persons.

13. Changes to the privacy policy

During the course of further development of our website and the implementation of new technologies, changes to this privacy policy may become necessary. We therefore recommend that you read this privacy policy again from time to time.

SPF, April 2026