

Should you have any questions regarding this Policy, do not hesitate to ask our Chief Operations Officer Adriaan Mout at the Company head office in Verlengde Bremenweg 12, 9723 JV Groningen, The Netherlands or send an email to <[adriaan@defibrion.nl](mailto:adriaan@defibrion.nl)>.

This privacy statement explains how Defibrion Group B.V. hereinafter referred to as: **"Defibrion"** or **"us"**, processes personal data. Defibrion has created this privacy statement to demonstrate its commitment to the individual's right to data protection and privacy.



This privacy statement applies to the processing of personal data in the context of our business operations. This includes the processing of personal data through our websites: [www.defibrion.com](http://www.defibrion.com), [www.arkycase.com](http://www.arkycase.com), [www.arky.com](http://www.arky.com), [www.defibsolutions.nl](http://www.defibsolutions.nl), [www.defibsolutions.de](http://www.defibsolutions.de), [www.defibsolutions.fr](http://www.defibsolutions.fr) and [www.defibsolutions.eu](http://www.defibsolutions.eu), hereinafter jointly referred to as: “**Websites**”. This privacy statement contains information on the categories of personal data we collect, why we collect it, what we do with it, and how we protect it, as well as your individual rights.

Defibrion is the so-called ‘data controller’ as defined by the General Data Protection Regulation (GDPR). We process your data carefully and in accordance with the applicable privacy law, including the GDPR.

If, having read our privacy statement or regarding more general matters, you have any questions or would like to contact us, please use the contact details provided at the end of this privacy statement.

## **Data processing**

We process personal data of (contact persons at) our customers, suppliers and other relations, of job applicants and of visitors of our Websites. We obtain your data (i) from you, (ii) from third parties (such as customers, suppliers and chain partners), or (iii) from public sources, for example. The Trade Register of the Chamber of Commerce.

Personal data that we may process are:

- basic information such as your first and last name, title;
- contact details such as your e-mail address, postal address, telephone number, the company you work for and your position;
- financial information, such as IBAN/bank account number;
- IP address and statistical data about your use of our Websites;
- personal data you provide us when applying for a job with us, such as an application letter, CV, date of birth, education and career information;
- any other personal data we obtain from or about you that we may use for the purposes mentioned below.

We do not always process all of the above data, this depends on the type of relationship we have with you, the service that we provide you with and/or (if applicable) the consent you have given us.

## **Purposes for the processing of personal data**

We process your personal data for one or more of the following purposes (depending on our relationship with you):

### Marketing and acquisition purposes

We use your personal data to send out newsletters, invitations to our events and other marketing communications that may be relevant to you. If you have agreed to receive marketing, you may always opt out at a later date.

### Processing within the context of products and services of Defibrion



We may process your personal data insofar as necessary within the context of the products and services provided by us, including the exchange of personal data for quotations, the execution and completion (including invoicing) of an order or service request.

#### Compliance with legal obligations

We process your personal data insofar as necessary to comply with legal obligations. For example, the collection and storage of personal data and the provision of information to the tax authorities and supervisory authorities.

#### Job applications and recruitment

The data you share with us if you apply with us (via email/mail or via social media) or that we receive via recruiters, is processed by us to contact you for the purposes of our job application procedures and to deal with your job application. We may also process your personal data in the context of (a registration for) an internship at our company.

#### Use and improvement of our Websites

We process statistical data about your visit and use of our Websites. We do this to analyze and improve the content, layout and use of our Websites.

#### Other processing

We may also process your personal data to handle and/or process any questions or complaints, customer surveys or feedback. Finally, we may process your personal data to improve and further develop the products and services of Defibrion.

### **Data processing principles**

We process your personal data on the basis of one or multiple of the following legal principles:

- the performance of an agreement with you or to take measures before the conclusion of an agreement;
- a legitimate interest;
- your consent;
- our compliance with legal obligations.

### **Sharing your personal data**

In some cases, we may share your personal data with third parties. We will only do this when we consider this necessary. We only share your personal data with trustworthy parties and ensure that a transfer of your personal data is subject to appropriate safeguards. We may share your personal data with:

- government institutions such as the tax authorities and supervisory authorities;
- Defibrion's customers, suppliers and subcontractors;
- chain partners and other service providers such as banks, insurance companies, accountants, tax advisors and other advisers;
- external suppliers such as IT service providers, hosting and cloud service providers or other suppliers to which we outsource support services.



If the third party with which your personal data is shared is considered a processor within the meaning of the GDPR, we will also conclude a processing agreement with this third party.

### **Storage of personal data**

We will retain your personal data in accordance with the applicable data protection legislation and specific mandatory retention periods. The data will not be retained for longer than strictly necessary to achieve the purpose for which the data has been collected and to comply with legal obligations. Once this time period has expired, we will destroy your personal data.

### **Your privacy rights**

Under the GDPR, you have the following rights. You have the right to request us to access, rectify, erase, restrict and transfer your personal data. You also have the right to object to the processing of your personal data. If you wish to exercise your rights, please submit a request by emailing to [info@defibrion.nl](mailto:info@defibrion.nl).

Please note that individuals' rights under the GDPR are subject to certain restrictions and may not always be granted. A request may be denied in part or in full following these restrictions, such as legal obligations, the rights of third parties and the legitimate interests of Defibrion. If we are unable to grant a particular request, we will inform you of this, with statement of reasons.

Insofar as the processing of your personal data is based on consent, you have the right to revoke this consent at any time. Any withdrawal of your consent does not affect the lawfulness of processing based on consent before its withdrawal.

Within the European Union, EU citizens have the right to lodge a complaint with a supervisory data protection authority. A list of all EU supervisory authorities is available on the European Data Protection Board website: <https://edpb.europa.eu/about-edpb/board/members>. In the Netherlands this is: the 'Autoriteit Persoonsgegevens' (hereinafter referred to as: "AP"). More information can be found on the website of the AP (<https://autoriteitpersoonsgegevens.nl/>). We would appreciate it if you would contact us first so that we can resolve the matter together.

### **Personal data security**

We take appropriate security measures to limit abuse of and unauthorized access to personal data. For example, we ensure that only authorized persons have access to personal data, that access to and transfer of the personal data is protected by appropriate safeguards such as secured connections and firewall and that our security measures are evaluated and updated regularly.

### **Transfer of personal data outside the EEA**

If necessary, we may share information outside the European Economic Area (hereinafter referred to as: "EEA"). When we transfer your personal data outside the EEA, we do so in accordance with the terms of this privacy statement and applicable data protection law.

### **Cookies**

Cookies are small text files that can be used by websites to collect standard internet log information and visitor behavior information and make a user's experience more efficient. When you visit our Websites, we may collect information from you automatically through cookies or similar technology.

There are a number of different types of cookies, however, our Websites uses:



- Functional cookies: Defibrion uses these cookies so that we recognize you on our Websites and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- Tracking cookies: Defibrion uses these cookies to collect information about your visit to our Websites, the content you viewed, the links you followed and information about your browser, device, and your IP address. Defibrion sometimes shares some limited aspects of this data with third parties for advertising purposes. We may also share online data collected through cookies with our advertising partners. This means that when you visit another website, you may be shown advertising based on your browsing patterns on our Websites.

You can set your browser not to accept cookies and our Websites also contain information on how to remove cookies from your browser. In some cases, however, this may result in certain functions of our Websites no longer working.

### **Changes to this privacy statement**

We may change this privacy statement from time to time. Changes will be published on our Websites. It is therefore advisable to consult this privacy statement regularly to keep up to date with any changes.

### **Contact information**

Defibrion welcomes your comments regarding this privacy statement. For any questions or requests regarding the processing of your personal data, please do not hesitate to contact us.

Please email to: [info@defibrion.nl](mailto:info@defibrion.nl).

Call us at: +31 (0)50 311 6085.

Or write to us: Verlengde Bremenweg 12, 9723 JV Groningen, The Netherlands.