

## **Privacy Policy**

Version 1.0 Date of publication 1st February 2019

# Privacy policy English Index

Preface	3
Processing personal data	4
1.2 Processing personal data of clients	4
1.3 Processing personal data of students	4
1.4 Processing personal data of newsletter subscribers	5
1.5 Processing personal data of prospects, stakeholders, lobbyists and/or intindividuals	terested 5
2 Providing to third parties	7
2.1 General	7
2.2 Inside the EU	7
3 Minors	8
4 Storage period	9
5 Security	10
6 Rights concertina your personal data	11
7 Questions, complaints and contact	12
7.1 Questions	12
7.2 Complaints	12
7.3 Contact data	12

# educury.

#### Privacy policy English

#### **Preface**

Educurv BV values the protection of your personal data. In this privacy policy we want to give clear and transparant information about how we are handling your personal data. We are making an effort in guaranteeing your privacy and therefore handle your personal data with the upmost care. In any case Educurv BV complies to the applicable dutch laws and regulations, among which the dutch General Data Protection Regulation. This involves that we at least:

- Proces your personal data in accordance with the purpose for which they where submitted, these purposes and types of personal data are described in this privacy policy;
- The processing of your personal data is limited to the data minimally required for the pursose for which they are processed;
- Ask for your explicite permission if we need this for processing your personal data;
- Have taken technical and organizational measures so the safety of your personal data is guaranteed;
- Don't give your personal data to third parties, unless this is necessary for the purpose they were supplied to us;
- Are aware of your rights concerning your personal data, point them out to you and respect your rights.

As Educurv BV we are responsible for the processing of your personal data. If you have any questions about the privacy policy, after reading it, or if you have any questions in general, your can contact us through the contact details at the bottom of this document.



#### 1. Processing personal data

#### 1.2 Processing personal data of clients

Personal data of clients are processed by Educurv BV for the following purposes:

- Administrative purposes;
- Implementing the business contract.

Basis for the personal data is:

- The business contract:

For the purposes mentioned above Educurv BV can ask for the following personal data:

- Name;
- Address:
- City;
- Telephone number;
- E-mail address;
- Date of birth;

Your personal data, for purposes mentioned above, are stored by Educurv BV for:

 The period of the agreement or contract (until the first quarter of the following year after ending the contract) and after this period only in the financial administration for maximum 7 years.

#### 1.3 Processing personal data of students

Personal data of students are processed by Educurv BV for the following purposes:

- Administrative purposes;
- Following trainings in any form;
- The awarding of certificates, accreditation point, ect.

Basis for the personal data is:

Registration as a student;

For the purposes mentioned above Educury BV can ask for the following personal data:

- Name;
- Address:
- City;



- Telephone number;
- E-mail address;
- Date of birth;
- Registration number of the BIG (Law on the professions in individual healthcare);
- Employee;

Your personal data, for purposes mentioned above, are stored by Educurv BV for:

 The period of the agreement or contract (until the first quarter of the following year after ending the contract) and after this period only in the financial administration for maximum 7 years.

#### 1.4 Processing personal data of newsletter subscribers

Personal data of newsletter subscribers are processed by Educurv BV for the following purposes:

- Informing individuals of news outgiving;
- Following trainings in any form;
- The awarding of certificates, accreditation point, ect.

Basis for the personal data is:

Registration via the newsletter form;

For the purposes mentioned above Educury BV can ask for the following personal data:

- Name;
- E-mail address;

Your personal data, for purposes mentioned above, are stored by Educurv BV for:

- The period of registration as a newsletter subscriber.

# 1.5 Processing personal data of prospects, stakeholders, lobbyists and/or interested individuals

Personal data of prospects, stakeholders, lobbyists and/or interested individuals are processed by Educury BV for the following purposes:

- Information provision as newsletters or direct contacts;

Basis for the personal data is:

Verbal consent, issuing of a bussinesscard and/or connection via LinkedIn;

For the purposes mentioned above Educury BV can ask for the following personal data:

# educury.

#### Privacy policy English

- Name;
- Telephone number;
- E-mail address;

Your personal data, for purposes mentioned above, are stored by Educurv BV for:

- The period the prospects, stakeholders, lobbyists and/or interested individuals is seen as such.



## 2 Providing to third parties

#### 2.1 General

The data provided by you can be given to third parties if they are necessary for the execution of the purposes mentioned above.

We are using third parties for;

- Providing webinar;
- Providing (financial) administration;
- Providing newsletters and invitations

We never provide personal data to third parties with whom we don't have a processor agreement. We have made agreement with these parties (processors) to guarantee the safety of your personal data. Furthermore, we will not provide your personal data to thirds parties unless obligated and permitted by law. For example; in case of a criminal investigation the police can request us to hand over for your (personal) data. In such a case we are obliged to cooperate and release your (personal) data. Also we can provide your personal data to third parties if you give us a written permission to do so.

#### 2.2 Inside the EU

We don't provide personal data to third parties which are established outside the EU, unless you have giving us permission explicitly.

#### 3 Minors

We only provide personal data for minors (under the age of 16) unless we have a written permission from a parent, legale caretaker or legal representative.



## 4 Storage period

Educurv BV stores personal data no longer then necessary for the intended purpose of demanded by law.



## **5 Security**

We have taken appropriate technical and organizational measures to protect your personal data from unlawful processing, for example;

- All individuals who can access your personal data on behalf of Educurv BV are bound by keeping them secret.
- We have a username and password policy in place on all of our systems;
- When there is a reason we pseudonomize and encrypt your personal data;
- We make back-ups of your personal data so we can restore them in case of a physical or technical incident;
- We test and evaluate our security measures regularly;
- Our employees are informed of the importance of protecting personal data



## 6 Rights concertina your personal data

You have the right of insight, rectification or deletions of your personal data which we have received from you. Also you can object to the processing of your personal data (or a part of them) by us or our processors. You also have the right to let us hand over the by you provided personal data to you or if commissioned by you to a third party.

We will ask you to identify yourself so we can comply to your requests.

When we are authorized to proces your personal data bases on your permission, you have the right to revoke this permission at all times.



## 7 Questions, complaints and contact

#### 7.1 Questions

If you have any questions or remarks in response to our privacy statement, please contact us!

#### 7.2 Complaints

If you have a complaint about the processing or your personal data we urge you to contact us immediately. If we can't resolve the matter together, this is a real concern to us. You always have the right to file a formal complaint to the

Mocht u een klacht hebben over de verwerking van uw persoonsgegevens dan vragen wij u hierover direct contact met ons op te nemen. Komen wij er samen met u niet uit dan vinden wij dit natuurlijk erg vervelend. U heeft altijd het recht een klacht in te dienen bij de Authority Personal Data, this is the supervisory authority in the field of privacy protection.

#### 7.3 Contact data

Educurv BV
Voordijk 1a
4209 SB Schelluinen
info@educurv.nl