

E.S.B.V. Buitenwesten Privacy Policy

E.S.B.V. Buitenwesten treasures the protection of your personal data. In this Privacy policy we want to be clear and transparent about how we handle your personal data.

We make every effort to ensure your privacy and therefore handle personal data with care. E.S.B.V. Buitenwesten always adheres to applicable laws and regulations, including the General Data Protection Regulation (Algemene Verordening Gegevensbescherming). This implies that we at least:

- Process your personal data in accordance with the purpose for which they were provided, these goals and type of personal data are described in this Privacy Policy;
- Processing of your personal data is limited to only the data that is minimally required for the purposes for which they are processed;
- Ask for your explicit consent if we need it for the processing of your personal data;
- Have taken appropriate technical and organizational measures to ensure the security of your personal data;
- Not to pass on personal data to other parties, unless this is necessary for carrying out the purposes for which they were provided;
- To be aware of your rights regarding your personal data, to point this out and to respect them.

As E.S.B.V. Buitenwesten we are responsible for the processing of your personal data. If, after reading our Privacy Policy, or in a more general sense, you have questions about this or wish to contact us, you can do this via the contact details at the bottom of this document.

Processing personal data of Members

Personal data of members are being processed by E.S.B.V. Buitenwesten for the following objectives:

- Administrative purposes;
- Collecting contribution (members fee);
- Communicate about:
 - o The association
 - o Activities
 - o Bar shifts
 - o (changes in) The training schedule
 - o Debt collection;

Basis for this personal data is:

- Membership of the association.

For the objective above E.S.B.V. Buitenwesten can ask the following personal data from you:

- Data of member;
 - o First name
 - o Full first names
 - o Surname
 - o Address
 - o Postal code and City
 - o Phone number
 - o E-mail address
 - o Banking data
 - o Desired period of membership
- Data of external (in case of emergency)
 - o Full name
 - o Phone number

Your personal data is being stored by E.S.B.V. Buitenwesten for the above objectives of the period of:

- During the term of the agreement and thereafter only in the financial administration for a maximum of 7 years. After ending the membership, the data is stored for a maximum of 1 year.
- E.S.B.V. Buitenwesten may contact former boards and honouree members for activities after this 7-year period. With their consent we store the following information, as long as the association continues to exist:
 - o Name
 - o E-mail address
 - o Phone number

Processing of personal data of newsletter Subscribers.

Members of E.S.B.V. Buitenwesten are subscriber of our newsletter if they gave consent in their membership form. With that the collected personal data is similar to those of members.

Processing personal data of prospect, stakeholder / lobby contacts and / or interested party

Personal data of prospect, stakeholder / lobby contacts and / or interested party are being processed by E.S.B.V. Buitenwesten for the following objectives:

- - Provision of information in the form of newsletters and / or targeted contacts;
- - Invitations for free training and / or activities.

Basis for this personal data is:

- Verbal permission;
- Handing over personal data during promotion events;
- Direct contact via phone or email;
- Handing over a business card;
- Connection on LinkedIn;
- Connection on Facebook.

For the objective above E.S.B.V. Buitenwesten can ask the following personal data from you:

- Full name;
- Phone number;
- Mail address.

Your personal data is being stored by E.S.B.V. Buitenwesten for the above objectives of the period of:

- During the period that you are seen as a prospect, stakeholder / lobby contacts and / or interested party.
- For a maximum period of 1 year.

Processing of personal data of Staff

Personal data of Staff are being processed by E.S.B.V. Buitenwesten for the following objectives:

- Implementing the employment contract.

Basis for his personal data is:

- The employment contract.

For the objective above E.S.B.V. Buitenwesten can ask the following personal data from you:

- First name;
- Insertion;
- Last name;
- Phone number;
- Email address;
- Date of Birth;
- Copy of ID;
- Citizen number;
- Banking details.

Your personal data is being stored by E.S.B.V. Buitenwesten for the above objectives of the period of:

- During the term of the agreement and thereafter only in the financial administration for a maximum of 7 years.

Providing data to third parties

We may provide the information you give to us to third parties if this is necessary for the execution of the above described purposes.

For example, we use a third party for:

- Taking care of the internet environment;
- Taking care of the (financial) administration.

We never pass on personal data to other parties with whom we have not entered into a processor agreement. With these parties (processors), we of course make the necessary arrangements to ensure the security of your personal data. Furthermore, we will not pass on the information provided by you to other parties, unless this is legally required and permitted. An example of this is that the police request us (personal) data in the context of an investigation. In such a case we must cooperate and are therefore obliged to provide this information. We may also share personal data with third parties if you give us permission in writing.

Within the EU

We do not provide personal data to parties which are located outside the EU.

Minors

We only process personal data of minors (persons under 16 years of age) if written permission has been given by the parent, caregiver or legal representative.

Storage period

E.S.B.V. Buitenwesten stores personal data no longer than necessary for the purpose for which they were provided or required by law.

Security

We have taken appropriate technical and organizational measures to protect your personal data against unlawful processing, for example we have taken the following measures;

- All persons acting on behalf of E.S.B.V. Buitenwesten who process your data, are kept to confidentiality thereof.
- We use a username and password policy on all our systems;
- We pseudonymise and ensure the encryption of personal data if there is reason to do so;
- We make back-ups of the personal data in order to be able to recover these in case of physical or technical incidents;
- We regularly test and evaluate our measures;

- Our employees have been informed about the importance of the protection of personal data.

Rights concerning your data

You have the right to inspect, rectify or delete the personal data we have received from you. You can also object to the processing of your personal data (or a part thereof) by us or by one of our processors. You also have the right to have the data provided by you transferred by us to yourself or by order of you directly to another party. We can ask you to identify you before we can comply with the aforementioned requests.

May we process your personal data on the basis of a permission given by you, you will always have the right to withdraw this consent.

Complaints

If you have a complaint about the processing of your personal data, we ask you to contact us directly. If we do not come to an agreement with you, then we are sorry. You always have the right to file a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens), this is the supervisory authority in the field of privacy protection.

Questions

If you have any questions or comments about our Privacy Statement please contact the board.

Contact information

E.S.B.V. Buitenwesten

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Postbus 217

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