

## Privacy policy

### 1. Your personal data – what does this mean ?

Personal data are related to living persons which can be identified by these data. Identification can happen only with the information or in collaboration with other information which is in possession of the controller, or that will come into their possession.

The processing of personal data is determined by GDPR (General Data Protection Regulation).

### 2. Who is responsible for managing my information ?

This website belongs to and is managed by Haesevoets NV : we are also the controller. This means that we decide how and for what purposes your personal data will be processed.

We are responsible for collecting and processing any personal information you provide.

We will keep your personal information safe and use the information you provide according to the applicable privacy.

### 3. What information do we collect ?

When you fill in a form on our website you can be asked to fill in the following details :

- Name and first name
- Company details
- Your mail address and/or phone number

However, you may also visit our website anonymously

### 4. How do we use your information?

The information that you provide can be used in different ways :

- In order for which you made the information available
- In order to answer your questions
- In order to be able to align the content to your profile
- For statistical purposes when we evaluate our services

### 5. How do we use the information of visitors ?

We used various security measures to ensure the security of your personal information. Your information is stored in a secured network and is only accessible to a certain number of people who have access rights to these systems, and who are obliged to keep this information secret.

When you consult your personal information, a secured server is used. All important information that you provide is transferred through SSL-technology (Secure Socket Layer) and afterwards encrypted in our database so that it can only be used as described above.

### 6. With who do we share information ?

We do not sell, trade or pass on your personal identity to third parties unless we inform you with a prior notification except as described below.

Our company does not resort to the term “third parties”. This also does not include the website hosting partners or other partners that assist us in the use of our website, the policy of our company or the provider of services to you as long as these parties agree to treat this information confidentially.

We also reserve the right to release your information when we believe that this is appropriate to comply with the law, to strengthen our online policy or to protect our and others rights, property or security. Information from which the identity of the visitor can't be recognized however, may be provided to other parties for marketing, advertising and other purposes.

#### 7. When can we contact you in the future ?

We would like to provide you with information about our own products and services; and also those of selected third parties. We reserve the right to do this by post, telephone, e-mail, or SMS unless you have informed us that you do not wish to be contacted this way.

We will ask you previously to confirm your agreement about the fact that we allow third parties to contact you by e-mail. If you want to adjust your preferences related to the way we use data for direct marketing please contact our services by mail : [office@haesevoets.com](mailto:office@haesevoets.com)

#### 8. How long do we keep your information ?

We have a system of saving periods to ensure that your information is only stored while it is necessary for relevant purposes or to fulfill legal conditions. When your information is no longer required, we will ensure that it is safely removed from our system.

Specifically, we retain data as long as these remain valid up to 10 years after the calendar year to whom they relate.

#### 9. How do you access your information and can you update it?

You have the right to ask a copy of the information we have about you. If you want a copy of a certain part or all the information related to you person please mail to [office@haesevoets.com](mailto:office@haesevoets.com) or write to us at the following address :

Haesevoets NV

Daelemveld 1041

3540 Herk de Stad

Belgium

Please keep in mind that we can charge a small administrative fee for this so that it can be delivered to you by post. We want to ensure that your personal information is correct and up-to-date. You may ask us to correct or remove incorrect information

#### 10. Further processing

If we wish to use your personal data for new purposes, which are not described in this data protection notice, we will send you a new announcement explaining the new use of your data before processing and determining the relevant purposes and process conditions of the new purposes. If necessary we will ask for your prior agreement for the further processing of your data.

11. Does this privacy policy also apply to linked websites ?

Our websites may have links to other websites. This privacy policy only applies to this website, so when you click on a link to another website, we advise you to consult their own privacy policy.

12. How we keep this privacy policy up-to-date ?

We adjust our privacy policy regularly and place each update on our webpage. This privacy policy was last updated on 21/02/19.

13 Who can you contact if you have any questions about this privacy policy ?

Please contact our services if you have questions about our privacy policy or about the information we have concerning you by mail : [office@haesevoets.com](mailto:office@haesevoets.com) or write us at the following address :

Haesevoets NV

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3540 Herk-de-Stad

Belgium

Haesevoets NV

Vic Haesevoets