

## **INTRODUCTION**

This Privacy Statement is intended for everyone who intends to communicate with GROOT SHIP DESIGN B.V. and provides GROOT SHIP DESIGN B.V. with personal information ("Information").

GROOT SHIP DESIGN B.V. believes that privacy is a fundamental right of each individual and when contacting GROOT SHIP DESIGN B.V. every visitor is entitled to a fair expectation of privacy protection through an explanation about what happens with the Information you share with GROOT SHIP DESIGN B.V.

Questions about the privacy of your Information at GROOT SHIP DESIGN may be addressed to:

By regular mail: GROOT SHIP DESIGN B.V., Lorentzpark 3A, 9351VJ, Leek, the Netherlands

By phone +31-(0)592 675767

By e-mail: [gdpr@grootshipdesign.nl](mailto:gdpr@grootshipdesign.nl)

## **GROOT SHIP DESIGN**

GROOT SHIP DESIGN B.V. as the owner of the GROOT SHIP DESIGN website ([www.grootshipdesign.nl](http://www.grootshipdesign.nl)) and sales / contact office for GROOT SHIP DESIGN Sp zoo, is responsible for the processing of the collection and use of your Information. Together with GROOT SHIP DESIGN Sp zoo (jointly "GROOT SHIP DESIGN", "us" or "we"), we are committed to protect and respect your privacy.

## **LEGAL BACKGROUND**

With concern to secure your privacy and personal data GROOT SHIP DESIGN needs to act according and fulfil the follow regulations according Dutch and European law:

'Algemene Verordening Gegevensbescherming (AVG)'.

This Privacy Statement applies to your use of any of our website, or other online, mobile and social services or applications and via any other means through which you may interact with GROOT SHIP DESIGN (the "Services").

This Privacy Statement sets out the basis on which information that we receive or collect from you will be processed by us according above mentioned law. Please read the following carefully to understand our practices regarding your Information and how it will be treated. If you do not agree with the terms, do not access or use the services, websites, or any other aspect of the Services.

## **PRICACY STATEMENT**

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## 1. WHEN DO WE COLLECT INFORMATION

When you use the Services, we automatically collect and store certain information. This information may include the device's unique device identifiers, operating system and mobile network information ("Log information"), date, time and duration of your use, your location, what materials you have up-or downloaded, through which link you got to GROOT SHIP DESIGN, information about what parts of the Services you use. This information is processed in our server logs to get a better understanding of how people use the Services, for system administration- and security purposes, and to ensure we provide a good user experience and customer service.

For our cookie policy please refer to Section 12 of this Privacy Statement.

## 2. WHAT KIND OF INFORMATION WE COLLECT FROM YOU

We may collect and process the following Information about you:

### **Submitted Information**

We may collect any Information that you provide to us when:

- you register to use any of the Services (e.g. when you download information, register for an event, seek to be contacted by a GROOT SHIP DESIGN representative, click a "yes" button for marketing communications),
- you subscribe to GROOT SHIP DESIGN publications (e.g. a newsletter),
- you seek employment with GROOT SHIP DESIGN,
- you seek to conduct business with GROOT SHIP DESIGN,
- you post, upload or share any material or content through any of the Services (e.g. surveys, comments on articles)
- you report a problem with any of the Services,
- you make a transaction using one of our Services, or
- the Log information.

This kind of Information may include your name, email address, and other contact details such as your addresses, e-mail details, phone numbers etc. It may also include biographical Information such as career information, your date of birth. We may also collect Information necessary to perform financial transactions.

### **Additional Information**

If you contact us with a complaint or query about the Services, we may keep a record of that correspondence to ensure we provide good customer service. We may also ask you to complete surveys about our products and Services that we use for research purposes, although you do not have to respond to such surveys.

### **Security assurance, fraud & data breach prevention**

The Information you submit will be processed through a variety of technical and organizational means, with the objective to assure your privacy, to prevent data breaches, to detect unethical content and to proactively protect the integrity of our systems.

We may also use your Information to ensure the security of your use of the Services, any user accounts you may have with us and our business, as well as for the purposes of preventing or detecting fraud or abuse of our Services.

### 3. HOW DO WE USE THE INFORMATION

Information will only be used in accordance with the purpose for which it was collected.

#### **To do business with you as your supplier (queries, webshop, service etc.)**

We use this Information to enable you to make use of the Services and to enable us to provide a good level of customer service. The foregoing includes financial transactions.

#### **To do business with you as a vendor**

We use this Information to engage in business transactions with you acting as a product or service vendor to GROOT SHIP DESIGN, including financial transactions.

#### **Marketing**

We may also use your Information to provide you and your organization with information about our services which may be of interest to you and your organization.

If you do not want us to use Information in this way, you can opt-out by clicking 'unsubscribe' in the email footer of the marketing communication, newsletter, or other communications that we send to you.

Please note that if you opt out from receiving marketing communications, we may still contact you about service-related issues, such as where we make any changes to the Services, any terms and conditions or this Privacy Statement.

#### **Business analytics**

We may use the Information to conduct e.g. market surveys, analyse business performance, client satisfaction, product and Service performance.

#### **Employment**

We use the Information submitted for employment purposes to review your candidacy, including but not limited to suitability for the job, career history, professional qualifications. In addition, the Information may be used to review your postings on social media such as LinkedIn, Facebook and similar media.

#### **Information processing & transfer**

GROOT SHIP DESIGN is using processing and other services from third parties in the ordinary course of business. Information may be shared with these parties.

#### **Intercompany**

GROOT SHIP DESIGN is using the Information throughout the entire GROOT SHIP DESIGN group of companies.

#### 4. LEGITIMATE BASIS OF PROCESSING YOUR INFORMATION

It is important to GROOT SHIP DESIGN that it processes Information on a legal basis.

This means that the 'legal basis' for GROOT SHIP DESIGN processing your Information as described above will typically be one of the followings:

- it is necessary to fulfil a contract that we have in place with you or prepare for;
- for our or our third parties' legitimate business interests;
- your consent; or
- where the processing is necessary for compliance with our legal obligations, such as tax and accounting, safety

All the above does not limit your Privacy Rights as further explained below in Section 9.

#### 5. CHILDREN'S INFORMATION

If you are under the age of 16, you are not allowed to use any of our Services or create an account with us unless parents / guardians have provided their consent.

#### 6. WHERE WE STORE AND PROCESS YOUR INFORMATION

The Information may be processed and stored at a location outside of your country which may have different privacy protection laws than those of your country.

In case the Information (now or in the future) is also to be processed and stored by GROOT SHIP DESIGN entities and service providers outside the EEA, we will take legally required steps to ensure that adequate safeguards are in place to protect your Information and to make sure it is treated securely and in accordance with privacy protection laws.

#### 7. HOW LONG WE RETAIN YOUR INFORMATION

Your Information will be retained for as long as is reasonably necessary for the purposes listed in paragraphs 2 and 3 above or as required by applicable law. Because retention periods are very different from country to country and dependent on the nature of the Information, it is not feasible to provide exact details, but Information will not be retained longer than is reasonably necessary for the purpose or as prescribed by law.

#### 8. DISCLOSING YOUR INFORMATION

We may disclose your Information to any other GROOT SHIP DESIGN entity.

We may disclose your Information to third parties:

- if GROOT SHIP DESIGN retains a service provider to process Information or to deliver services to GROOT SHIP DESIGN,
- if we partner or work with a third party to help us provide Services to you,
- as part of a merger and acquisition process of whatever nature,
- if we are under a duty to disclose or share your Information to comply with any legal or regulatory obligation or request.

We may also disclose your Information:

- to enforce any agreements, we may have with you or to investigate potential breaches,
- to protect the rights, property or safety of us, the users of our Services, or others.

## 9. YOUR PRIVACY RIGHTS AND ACCESS TO INFORMATION

GROOT SHIP DESIGN acknowledges that the Information contains personal information about you and that you have a legitimate interest in managing your personal information and understanding how GROOT SHIP DESIGN processes your Information. This Privacy statement is intended to clarify that.

Data protection legislation gives you rights with respect to your Information. These rights differ by country/region but your Privacy Rights in relation to GROOT SHIP DESIGN include in any event:

- the right to object to or withdraw consent to the processing of your Information,
- the right to receive a copy of your Information,
- the right to rectify incorrect Information,
- the right to request deletion of your Information,
- the right to be informed about the retention periods or retention criteria,
- the right to request a restriction of the processing of your Information,
- the right to receive information about data transfers outside of the EEA (if applicable),
- the right to request information about data processing,
- the right to seek legal remedies in case of an infraction on your privacy rights,
- the right to lodge a complaint with Data Protection Agencies.

We will handle any request to exercise your Privacy Rights in accordance with applicable law.

If you wish to exercise Privacy Rights, please contact the GROOT SHIP DESIGN (for contact details: see the INTRODUCTION above).

## 10. THIRD PARTY SITES AND SERVICES

Our Services may contain links to and from various other websites. If you follow a link to any such websites, please note that these websites have their own privacy notices and policies and we cannot be held responsible for them.

Your use of any of our online or mobile applications will also be subject to the privacy notices and policies of any app store provider and/or operator.

Please check these third-party privacy notices and policies before providing any Information to any other website or provider.

## 11. SUBMITTING COMMUNICATIONS OR IDEAS THROUGH OUR WEBSITE

Any communications or other Information you send to GROOT SHIP DESIGN through its website or general email are on a non-confidential basis, and GROOT SHIP DESIGN is under no obligation to refrain from reproducing, publishing, or otherwise using them in any way or for any purpose. GROOT SHIP DESIGN shall be free to use the content of any such communications, including any ideas, inventions concepts, techniques or know-how disclosed therein, for any purpose including developing, manufacturing and/or marketing goods or Services. The sender of any communications to GROOT SHIP DESIGN websites shall be responsible for the content and Information contained therein, including its truthfulness and accuracy.

## 12. COOKIES AND SIMILAR TECHNOLOGIES

Some of the Services such as our website use cookies and technologies which are like cookies ("Cookies"). A Cookie is a small file of letters and numbers that we may set on your device to store and sometimes track Information about you. The Cookies and similar technologies we use are designed for "analytics". This allows us to distinguish you from other users of the website or other of our Services. This helps us to provide you with a good experience when you use the website or other Services and to improve the Services. More information on deleting or managing cookies is available at <http://www.allaboutcookies.org/>.

### **Your choices and opting-out**

You can accept or decline Cookies by an individual decision or by modifying your browser or app settings. If you choose to decline Cookies, you may not be able to fully experience the interactive features of our websites, platforms and Services.

## 13. CHANGES TO THIS PRIVACY STATEMENT

We may change this Privacy Statement at any time by updating the policy on our website which will notify you of a change when you next use the Services. The new Privacy Statement may be displayed on-screen and you may be required to read it to continue your use of the Services. The date this Privacy Statement was last updated appears below.

## 14. CONTACT US

Questions and comments regarding this Privacy Statement should be sent to GROOT SHIP DESIGN, for contact details see the INTRODUCTION above.