

# PRIVACY STATEMENT

When you are active on our website or contact us, you may be sharing personal data with us. We handle this data with care and observe the applicable laws and regulations. These laws and regulations regulate the storage and use of your personal data.

In this privacy statement we explain what data we collect from you and what we do with this data. This privacy statement applies to all interactions between you and Pluss Advanced Technologies B.V., regardless of the means of communication.

Pluss Advanced Technologies B.V., having its registered office at Helftheuvelweg 11 in 's Hertogenbosch, the Netherlands, is the controller of personal data as referred to in this privacy statement. Any questions or comments regarding your privacy can be sent to <a href="mailto:admin@plussat.eu">admin@plussat.eu</a>.

# What is personal data?

Personal data is any data that tells us something about you and can be used to identify you. This is, for example, your name, your contact or address details and your Citizen Service Number. Some of this data, such as ethnic origin, religion or a criminal record, is understood to be special personal data.

# Special personal data

We do not collect any special personal data.

# Personal data of persons under 16 years of age

For the execution of the agreement we sometimes need to process personal data of persons under 16 years of age. If we collect data from persons under 16 years of age, we will always do so with the consent of their parent or guardian. If you are convinced that we have collected personal data from a minor without parental or guardian permission, please contact us at <u>admin@plussat.eu</u> and we will delete this information.

#### When do we process your personal data?

#### 1. To be able to help you if you have any questions.

We will be happy to help you if you run into something or want to ask us something. You can call us email us or fill in a form on the website. We may also receive your data through a visit to a trade fair, customer visits or from a third party in connection with our services. To be able to help you further we store some of your data. It enables us to know who you are and retrieve what we talked about the next time we are in touch.

If you ask us any questions, we will store the following data from you:

- Name
- E-mail address
- Your message

Legal basis: legitimate interest



# 2. To prepare an offer and send it to you

Before we start working for you, we will send you an offer. For this purpose we will store the following data from you:

- Name and address
- E-mail address
- Telephone number

Legal basis: legitimate interest

# 3. To execute an agreement and to make appointments with you.

If you use our services, of course you want to be helped and receive what you asked for. We store the following data for the execution of an agreement:

- Name
- Date of birth
- Legitimation data (type, number, date of validity)

Legal basis: execution of the agreement

# 4. To be able to invoice you and for debt collection.

Of course, the services you use must also be paid for. If you fail to pay, we will start debt collection proceedings.

In connection with invoicing and debt collection, we will store the following data from you:

- Name and address
- E-mail address
- Telephone number
- Company name
- Bank account details (name and IBAN)

Legal basis: legal obligation

# 5. To keep you informed of changes in our services and to send you our news letter.

If we make any changes to our services, general terms and conditions, privacy statement or other important matters, we will want to inform you. We will also send you a newsletter if you have signed up for one. If you agree, we will use the following data to include your data in our newsletter system:

- Name
- E-mail address

Legal basis: permission



# 6. To effectively carry out advertising and marketing.

To be able to advertise effectively and see how our ads are performing, we use the Facebook Conversion API. If you give us permission via the cookie banner to use the Facebook Conversion API, the following data may be sent from our server to Facebook:

- Name
- E-mail address
- Telephone number
- IP address

Legal basis: permission

#### Cookies and similar techniques we use

Pluss Advanced Technologies B.V. uses functional, analytical and tracking cookies. A cookie is a small text file that is stored on the computer, tablet or telephone when you first visit a website. We use cookies with a purely technical functionality so that the website works as intended.

In addition, we use analytical cookies such as Google Analytics to study the behaviour of our visitors and to improve our website accordingly. Last but not least, we also sometimes use tracking cookies (Facebook pixel) so that we can offer you tailor-made content and advertisements. These include advertisers and social media companies.

If we need your permission to place cookies, we will ask you for it during your first visit to our website. We then also refer you to our cookie statement. You can opt out of cookies by configuring your internet browser so that it does not store any more cookies.

As indicated above in this privacy statement, we also use the Facebook Conversion API to be able to advertise effectively. This technique only becomes active when you give your consent in the cookie banner.

#### Transfer to partners

For the execution of our services we cooperate with various suppliers and partners. These suppliers and partners include parties, who:

- send our newsletters (Mailblue)
- Send our e-mails
- Handle our payments and debt collections
- Take care of our webhosting
- Do our bookkeeping

We have concluded processing agreements and/or non-disclosure agreements with sub-processors to ensure the security of your data. We only work with partners who can comply with the GDPR.

Some of our partners are located outside the European Economic Area (the countries within the European Union, Liechtenstein, Norway and Iceland). Your data may be processed in the United States and/or other countries where these companies have their cloud storage and servers and/or backups.

We have agreed appropriate measures with these partners which are laid down in a processing agreement/Data Processing Addendum or in a model agreement of the European Commission <u>(click</u>)

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<u>here</u>). Most of them have already signed and put into effect the stricter GDPR. This is how we ensure that your data is properly protected.

### Transfer to third parties

In principle, we do not share your information or sell it to individuals or organisations outside Pluss Advanced Technologies B.V., except when it concerns partners as described above. Additionally, we may be obliged to transfer your data pursuant to a statutory duty.

# The security of your data

Pluss Advanced Technologies B.V. has appropriate technical and organisational security measures in place to protect your personal data from misuse, unlawful or unauthorised use and loss.

All parties who process your data for us(sub-processors) or can inspect it (e.g. employees or temporary workers) sign a processing agreement or a non-disclosure agreement.

# How long will your data be stored?

We use different storage periods for different data flows. Of course you always have the right to ask us to delete your data. More information can be found under the heading "Your rights".

# Personal data:

Name, address, telephone number and e-mail will be deleted five years after our last contact.

#### E-mail:

Any e-mails older than one year will be deleted unless they are still relevant to the execution of an agreement or the resolution of a dispute.

#### Invoices and offers:

Invoices and offers will be removed after the legal retention period of seven years. Until then your data will remain in our invoicing system.

#### Newsletter:

You can remove your data from our newsletter system at any time.

# Your rights

You have the right to inspect, correct and delete your personal data. In addition, you have the right to withdraw your permission to process the data or to object to Pluss Advanced Technologies B.V. processing your personal data. You also have the right to data portability. You can send a request for inspection, correction, deletion or transfer of your personal data or a request to withdraw your permission or your objection to the processing of your personal data to <u>admin@plussat.eu</u>.

To make sure that the request for inspection has been made by you, we will ask you to enclose a copy of your identification with the request. Black out your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen Service Number (BSN) in this copy

to protect your privacy. If your request concerns a cookie, we ask you to include your ID as well. We will respond to your request as soon as we can, but no later than within four weeks. Pluss Advanced Technologies B.V. also wishes to point out to you the possibility to file a complaint with the national supervisory authority, the Dutch Data Protection Authority.

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#### Reporting a data breach

If, despite all precautions, a data breach should occur, we will comply with the obligation to report data breaches and, if necessary, will report this breach to the Dutch Data Protection Authority within 72 hours after its detection. If you should discover a data breach, we kindly ask you to share this information with us as soon as possible but in any case within 24 hours after you detected the loss by sending us an email to <u>admin@plussat.eu</u>. We will then be able to take immediate action.

#### Liability

This privacy statement relates only to the personal data that Pluss Advanced Technologies B.V. processes for the purposes mentioned in this agreement. Pluss Advanced Technologies B.V. does not accept any responsibility or liability for (the functioning and/or content of) websites or services of third parties.

#### Amendments to this statement

Pluss Advanced Technologies B.V. may amend the content of this privacy statement at any time in response to new legal or regulatory developments or changes within our company. You can subscribe to our newsletter in which we will keep you informed of any changes.

In any case, we advise you to frequently consult our privacy statement in order to stay informed of our privacy policy. You agree to these amendments by the continued use of Pluss Advanced Technologies B.V.'s services.

#### Contact

If you have any further questions or comments, Please contact us by e-mail at <u>admin@plussat.eu</u>, or by post to:

#### Pluss Advanced Technologies B.V.

Helftheuvelweg 11 - A2-12 5222 AV 's Hertogenbosch

Pluss Advanced Technologies B.V. is registered with the Chamber of Commerce under file number 75019108. Version: February 2022