

Privacy statement and cookie statement

Adapting BV (hereinafter referred to as: “ Adapting ”) considers your privacy very important. In this privacy statement we inform you about how we handle your personal data.

1. Introduction

In this privacy statement we explain the most important processing of personal data by Adapting . We use, among others, the following terms:

Personal data:

Personally identifiable data, which directly or indirectly say something about you as a person; for example your name, address, telephone number or email address.

Controller:

The 'owner' of certain personal data. Depending on the nature of the data, this could be Adapting itself, but could also be a third party (for example: customer, supplier, etc.).

Processor (or Sub-processor):

The party that actually processes the data. This can also be Adapting (as a SAAS Supplier), as well as a third party, who in turn (sub)processes data from Adapting (or its customers).

Processing:

Everything that can be done with your personal data. Such as collecting, storing, using and deleting your personal data from our administration.

2. Different forms of processing

Adapting can be involved in the processing of (your) personal data in various ways.

a. Firstly , Adapting processes the personal data of:

- its direct and indirect, existing or potential relationships;
- its own employees.

This processing is necessary for Adapting to:

- to be able to serve and invoice its customers;
- relationship management;
- to be able to pay its staff;
- to be able to place orders with its suppliers;
- for promotional or marketing purposes;
- a legal obligation to keep certain data.

In all these cases, Adapting is (ultimately) responsible for the protection of this personal data.



b. In addition , Adapting can process personal data for third parties. We do this as a SAAS Supplier. Adapting is then the Processor of those personal data. Because Adapting is not (ultimately) responsible for the protection of personal data in that case, Adapting makes agreements with the controller in a processing agreement. This records which data Adapting processes and how it will protect the data for that controller.

3. What kind of data Adapting processes and how

What kind of data Adapting processes depends on its role. As indicated in point 2, there is a difference between the situation in which Adapting itself is responsible and the situation in which a third party (for example customer or supplier) is responsible.

Adapting only processes those personal data that it actually needs (see point 2a). These personal data are stored carefully and for no longer than is necessary for the purpose for which they are processed.

A number of principles apply here:

All Adapting employees have a duty of confidentiality.

Sometimes Adapting engages third parties to process personal data. Adapting always concludes a processing agreement with these third parties to ensure that the data with that third party is just as safe as with Adapting . In that case , Adapting remains responsible.

Adapting never sells personal data to third parties. Of the data in point 2b , Adapting is only the party that processes the data, without being the Controller of the data. In this case , Adapting offers the level of protection agreed with the controller. In all cases, Adapting will take appropriate technical and organizational measures.

4. Does Adapting also process special personal data?

Special personal data is sensitive data; for example about health, religion, criminal history or country of birth.

Adapting does not process any special personal data. However, Adapting may process special personal data as a processor of data from its customers (the controllers). This is then specifically included in the processing agreement with the relevant customer.

5. Can I see which personal data Adapting processes about me?

If Adapting is the Controller of your personal data, Adapting can , at your request, provide insight into the personal data that Adapting processes about you. Do you believe that your personal data has been processed incorrectly or incompletely or do you believe it is not necessary for it to be processed? You can then submit a request for change, addition or deletion to Adapting . In principle, Adapting will comply with this request unless the Adapting service to you, or any legal obligation, makes this not possible. Adapting will of course explain this in that case.

6. The use of cookies

Adapting uses:



JavaScripts ; these allow your browser to collect information. This information is then converted into;

Cookies; these are small files with information about (among other things) your surfing behavior. These cookies are placed on your computer by your browser and are not stored by Adapting . Cookies are unique per visitor and can only be read by a server in the domain that sent the cookie to your computer.

The aim of these techniques is to make surfing the Adapting website easier and to ensure that you do not have to repeatedly enter or receive the same information from the website. Furthermore, we can measure how our site is used and how it can be further improved.

You can choose whether or not to accept cookies. You can set this in your browser. If you choose not to accept cookies, you may not be able to take full advantage of our website or other websites you visit. You can delete cookies from your computer via your browser.

There are 2 types of cookies, namely 'functional cookies' and ' analytics '.

Functional cookies: these cookies ensure that our website functions correctly.

Analytics: Adapting collects statistics from the users of our websites. We use this information to permanently improve our website.

7. Disclosure to third parties

The personal data processed by Adapting will not be provided to third parties unless this is necessary to execute a relevant agreement, to provide a specific service or when required by law.

8. Links to other websites

Our web pages may contain links to other websites. Adapting is not responsible for the privacy and cookie policy of these websites.

9. Where can I go with a question or complaint?

For questions or complaints about the processing of personal data by Adapting , please contact Adapting 's privacy officer :

Phone number: +31 (0)30 259 3533

E-mail: info@adapting.nl

10. Can Adapting change this privacy and cookie statement?

The Adapting privacy and cookie statement may change. You can find the most current version on our website.

