# Privacy statement.

CCF-nl , collect personal data of (the employees of) our customers and visitors of our websites whilst providing our services.

CCF-nl processes your data with due care, in accordance with all applicable laws and regulations. Our privacy policy explains what data we process, how we do that and how you may object to the processing of your personal data. This privacy policy may be updated from time to time. You can find the current version on our website <u>www.imsorb.nl</u>

# 1. WHEN DOES THIS PRIVACY POLICY APPLY?

1.1 This privacy policy applies to all personal data that CCF-nl processes during the execution of our services, including the personal data of visitors of the CCF-nl websites.

# 2. WHO PROCESES YOUR PERSONAL DATA?

2.1 CCF-nl, Bergh 9, 8302 KK Emmeloord.

# 3. WHAT PERSONAL DATA DO WE PROCESS?

3.1 We may collect and process information in several ways:

i) Information you give to us, such as name, home address, phone number, date of birth and email address (or those of your employees or customers); and

ii) Information we get from your use of our services and your visit of our websites, such as name, date of birth, home address, e-mail address, IP-address banking account. We also process your preferences for certain products and services.

## 3.2 Cookies

We use various technologies to collect and store information when you visit a CCF-nl website, including cookies. Cookies allow us to calculate the aggregate number of people visiting our websites and monitor the use of the websites. This helps us to improve our websites and better serve our users. We also use cookies that make the use of the website easier for you, for example by remembering usernames, passwords and (language) preferences. Cookies do not allow us to gather any personal data about you and we do not intentionally store any personal data that your browser provides to us by your cookies. We also use tracking and analytics cookies to see how well our services are being received by our users. For more information about cookies and how to manage them, we refer to our Cookie Policy.

# 3.3 Your mobile device

We may provide features that rely on the use of additional information on your mobile device or require access to certain services. Granting us access does not mean that we have unlimited access to that information nor access to specific information without your consent. If permission is granted, we will collect the information for the specific means explained when requesting the authorization.

## Specifically:

• Pictures and camera: We will not access your pictures nor your camera without first getting your explicit permission and we will never scan or import your photo library or camera roll. If you give permission to access photos or camera, we will only use images that you specifically choose to interact with the provided services.

• Location: We will not collect or use the location of your mobile device without first getting your explicit permission. Location is only employed to provide the required services.

• Contacts: We will not scan or import your contacts stored on your phone without first getting your explicit permission. Only if required for the services we will, with your explicit permission, CCF-nl will have access to information that's stored on your mobile device.

## 4. USING YOUR PERSONAL INFORMATION - PURPOSES AND USE

CCF-nl uses the data we collect for:

## 4.1 Services

CCF-nl processes your personal data in the first place to be able to deliver our services to you. We use the data for example to send an invoice or maintain our relationship with you. We also use the data to answer any of your requests for information or to judge your application.

4.2 Engagement of third parties

CCF-nl may engage other parties to perform (part of) our services to you. To the extent that these third parties need access to personal data to perform such services, CCF-nl has taken the appropriate contractual and organisational measures to ensure that your data are processed exclusively for the purposes specified in this privacy policy and in accordance with all applicable laws and regulations.

4.3 Marketing and sales activities

As a customer of CCF-nl, we are happy to make offers for our products and services (including after termination of the contract with you). We do this by phone, email or mail, unless you object to this.

4.4 Processing of your data on CCF-nl websites

We collect and use your personal data on our websites in the first place to deliver our (web) services and communicate with you. Your data are also used for research and analysis to improve our services and our websites. We may also use your data entered on our websites in certain cases to send information by e-mail about other services of CCF-nl to you, provided that you have given us consent for that.

## 5. SHARING

We do not share your personal data with third parties outside of CCF-nl unless one of the following circumstances applies:

5.1 With your explicit consent

We may share your personal data with third parties outside CCF-nl when we have your explicit consent to do so. You have the right to withdraw this consent at all times.

5.2 For external processing by third parties engaged by CCF-nl .

We may provide your personal data to our affiliates or other trusted businesses or persons to process it for us, based on our instructions and in accordance with our privacy policy and any other appropriate obligations of confidentiality and security measures.

We may share your personal data with third parties outside CCF-nl if we have a good-faith belief that access to and use of the personal data is reasonably necessary to:

i) meet any applicable law, regulation, and/or court order;

ii) detect, prevent, or otherwise address fraud, security or technical is-sues; and/or

iii) protect the interests, properties or safety of CCF-nl, our users or the public as far as in accordance with the law.

5.4 We may share aggregated, non-personally identifiable data with our partners, like advertisers, or the public. For example, we may share information publicly to show trends about the general use of our services.

5.5 If CCF-nl is involved in a merger, acquisition or asset sale, we will continue to ensure the confidentiality of all personal data. We will give notice to all customers concerned be-fore the personal data are transferred or become subject to a different privacy policy.

## 6. STORAGE PERIOD

6.1 CCF-nl does not store your personal data longer than is legally permitted and necessary for the purposes for which the data were collected. The storage period depends on the nature of the information and the purposes of processing. The maximum period may therefore vary per use.

## 7. ACCESS, RECTIFICATION AND DELETING OF PERSONAL DATA

7.1 CCF-nl offers you access to the personal data we process. This means you can contact us asking us to inform you about your personal data that we have collected and processed and the purposes such data are used for. You may request such access by sending a letter or e-mail, including your name, address, phone number and a copy of a valid ID to CCF-nl, Bergh 9, 8302 KK, Emmeloord, the Netherlands or infoccf.nl@gmail.com If request access to personal data in a cookie, you have to enclose a copy of the said cookie.

7.2 If you believe we are holding inaccurate personal data, please contact us so we can correct the data. You can contact us by sending a letter or e-mail, including your name, address, phone number and a copy of a valid ID to CCF-nl., Bergh 9, 8302 KK, Emmeloord , the Netherlands or infoccf.nl@gmail.com . You will receive a response in writing within 4 weeks.

7.3 You may also ask us to delete your personal data from our systems. We will comply with such request unless we have a legitimate ground to not delete the data. After the data have been deleted, we may not immediately be able to delete all residual copies from our active servers backup systems.

7.4 We may reject requests that are unreasonably repetitive, require disproportionate technical efforts or have disproportionate technical consequences, risk the privacy of others, or would be extremely impractical.

# 8. RIGHT TO OBJECT

8.1 You may object to certain use of your personal data if such data are processed for other purposes than necessary for the performance of our services or for compliance with a legal obligation. You may also object any further processing of your personal data after prior given consent.

8.2 You can object to the processing of your personal data by sending a letter or e-mail to to CCF-nl., Bergh 9, 8302 KK, Emmeloord , the Netherlands or <u>infoccf.nl@gmail.com</u> .to what kind

of processing of your personal data you object. You will receive a response in writing within 4 weeks.

8.3 If you object to the further processing of your personal data, this may lead to fewer possibilities to use our websites and other services.

#### 9. INFORMATION SECURITY

9.1 We take all reasonable, appropriate security measures to protect CCF-nl and our customers from unauthorised access to or unauthorised alteration, disclosure or destruction of personal data we hold.

9.2 Should despite of the security measures, a security breach occur that is likely to have negative effects to your privacy, we will inform you about the breach as soon as reasonably possible.

#### **10. APPLICABILITY AND CHANGES**

10.1 Our privacy policy applies worldwide, to all of the services offered by CCF-nl. This privacy policy is published in Dutch as well as in English. In the event of any differences of interpretation between these versions, the English version is always decisive and binding.

10.2 Our privacy policy may change from time to time. You can find the current version on our website <u>www.imsorb.nl</u>. We will not reduce your rights under this privacy policy without your explicit consent. If the changes are significant, we will provide a more personal notice.