

Kwettters Privacy and Cookie Policy

Kwettters considers the protection of the privacy of our website visitors of paramount importance. This Privacy and Cookie Policy explains how we manage your personal data. We process personal data of visitors to our website.

Scope and consent

By using the website and its related services, we may collect, use, publish and retain your personal data as set out in this privacy statement.

This Privacy and Cookie Policy is applicable to all parts of the websites managed by Kwettters, including, in any case, our website, www.kwettters.com.

Privacy

We collect your personal data in the following cases:

- When you visit our website;
- When you respond to a vacancy;
- When you complete the contact form.

We collect the following personal data:

Data automatically collected by us:

When you visit and/or use our website, we automatically collect the data sent to us by your computer, mobile devices or other equipment giving you access. This data can be collected by means of cookies. When this data is collected by means of cookies, the Cookies chapter is applicable in addition to this chapter. The personal data we collect includes:

- browser data;
- the duration of your visit;
- the pages you visit;
- the links you click on;
- location data based on your IP address;
- connection data such as the IP address.

Personal details you disclose to use yourself (for instance, when you register, complete the contact form or when you respond to a vacancy):

- name;
- address;
- postcode;
- gender;
- place of residence;
- country;
- telephone number;
- date of birth;
- e-mail address;
- mobile phone number.

How we use your personal data:

The processing of your personal data is based on the following principles:

1. to honour our agreements with you;
2. to look after our legitimate interest. Our legitimate interests are:
 - a. marketing purposes;
 - b. to improve and optimise the provision of our services;
 - c. to secure and manage our systems;
3. to fulfil our statutory obligations (when required);
4. on the basis of unambiguous consent (you can withdraw your consent at all times).

We process your personal data for the following purposes and principles:

Principle	Purpose:
1 1 1, 2a, 2b, 3 1, 2a, 2b, 3	<i>Contract:</i> <ul style="list-style-type: none"> ▪ the performance of a procurement contract ▪ the performance of an employment contract ▪ making contact by e-mail or telephone ▪ responding to questions, comments and complaints
2a, 2b, 2c	<i>Product and service development:</i> <ul style="list-style-type: none"> ▪ finding out who uses the website, how the website is used, provide assistance for the use of the website, website development
3 2a, 2c	<i>Fulfilling obligations pursuant to legislation:</i> <ul style="list-style-type: none"> ▪ fulfilling obligations pursuant to legislation ▪ detecting (attempted) unlawful and/or criminal behaviour aimed against Kwettters, its customers and members of staff

Disclosure of your personal data to third parties:

We may disclose your personal data to third parties in accordance with this Privacy and Cookie Policy and the applicable legislation. This can be done in the following ways:

We use third-party services in order to process your personal data. These third parties act as processors on behalf of Kwettters. Our processors process your personal data on secured servers within the EU. In accordance with European and Dutch privacy legislation, Kwettters has concluded processor's agreements with all its processors.

We will not disclose your personal data to law enforcers, other government officials or other third parties without a court order or a formal request from the government in accordance with prevailing legislation, unless Kwettters, in good faith, believes that the disclosure of data is justified.

Retention periods:

We retain your personal data no longer than needed to realise the purposes for which it was collected and processed. We also remove your data when we conclude that it is out of date or when the data subject asks us to remove the data. The aforementioned retention periods do not apply in the case of a statutory exception or when we need this data for a longer period of time in connection with our services or a dispute.

The protection of your personal data:

We will take all reasonable organisational and technical measures to secure your personal data and to protect it against loss and unlawful use or editing.

Links to other websites:

Our website contains links to third-party websites that may be subject to different conditions for the processing of your personal data. We are not liable for the processing of your personal data via such third-party websites.

Rights of the data subjects:

You have the right to ask us in writing to view your personal data. You can send your request to info@kwettters.com or send a letter to G. Kwettters en Zn BV, Postbus 15, 4264 ZG Veen, the Netherlands.

If you suspect the personal data contains errors or if it is processed incorrectly, you can ask us to correct, supplement or remove this personal data. You can use the aforementioned contact details or opt-out options to object to the processing of your personal data for marketing purposes. You can also ask us to limit the processing of your personal data. In addition, you can ask us to transfer your personal data to another controller. Objections and requests to view, change, remove or transfer your personal data will be processed by us in accordance with the law, barring exceptions, within four (4) weeks.

Complaints:

If you have a complaint or another question about the processing of your personal data, you can send an e-mail to info@kwettters.com. Please include as much information about your complaint or question as possible. We will consider complaints and questions and we will respond within four (4) weeks at the most. We do our utmost to provide you with the best possible service. If you are not happy with the way in which your complaint is handled, you can contact the Dutch Data Protection Authority and submit a complaint to them, if you wish.

Cookies

Our website uses cookies. A cookie is a text file that is installed on your computer or mobile device when you visit our website. The information that is stored can be sent back to our servers during a subsequent visit. Cookies are harmless.

We use the following cookies:

Functional cookies:

We use functional cookies to ensure that the website performs as it should and to improve the use of our website. We also use cookies to adjust the website to your preferences.

Session cookies:

Session cookies enable us to see what parts of the website you viewed during a visit. This means we can adjust our service to the surfing behaviour of our visitors to the greatest possible extent. These cookies are automatically removed once you close the web browser.

Analytical cookies:

Google Analytics and other analytical cookies help us to see how our website is used. This enables us to improve the quality of the website. The information obtained by means of the cookies of Google Analytics is securely transferred (via SSL) to servers in various countries within the EEA and beyond, where they are stored by Google. The final octet of your IP address is hidden, which means Google does not process the full IP address. For more information, read [Google's privacy policy](#), as well as the specific [privacy policy of Google Analytics](#).

Final provisions

Changes to the Privacy and Cookie Policy:

We reserve the right to change this Privacy and Cookie Policy from time to time by publishing a new version on our website.

Kwettters contact details:

If you have any questions about this Privacy and Cookie Policy or about the way in which we process your personal data, please send an e-mail to info@kwettters.nl, call us on +31 (0)416-695932 or send a letter to Postbus 15, 4264 ZG Veen, the Netherlands.