

## **Orchid Inspiration Days privacy statement**

Pull Position BV, with registered offices at Teindweg 4<sup>e</sup> in Naaldwijk in The Netherlands, is responsible for the processing of personal data for Orchid Inspiration Days as set out in this privacy statement. We explain below what personal data we collect and use, and for what purpose. We would ask you to read this statement carefully.

### **Contact details**

If you wish to contact us as a result of reading this privacy statement, you can do so using the following contact details.

Address:           Tiendweg 4<sup>e</sup>  
                      2671 SB Naaldwijk  
                      The Netherlands  
Telephone: 0174-640400  
E-mail: info@pullposition.nl

## **Orchid Inspiration Days privacy statement**

We process personal data in order to carry out our activities. In some cases we thereby work with third parties.

We feel it is very important that personal data is handled with care. We therefore process and secure personal data carefully. We thereby abide by the requirements under privacy legislation. For example, that means that we:

- clearly specify the purposes for which we process personal data. We do that by means of this privacy statement;
- restrict the collection of personal data to the personal data required for the purposes for which it is processed;
- ask you for express permission first to process your personal data in cases where your permission is required;
- do not share your data with third parties unless that is necessary in order to be able to provide the requested service or if we are required to do so by law;
- make agreements with third parties if we share your data in order to ensure - amongst other things - that it is not used for other purposes;
- take appropriate security measures in order to protect your personal data and also require this of parties who process personal data on our behalf;
- respect your right to view, correct or delete your personal data at your request.

### **Use of personal data**

When you use our services you leave certain data with us. That can be personal data. We do not always process all the data listed below. This depends on which services you have agreed with us.

### **Personal data**

Depending on the services, we will process the following pieces of your personal data:

- first name and surname
- company details

- e-mail address
- telephone number
- job title
- date of birth
- gender
- name and address details
- IBAN
- information you enter yourself in an open field, such as a message on the contact form
- login details
- CV
- supporting letter
- IP address
- Internet browser and device type

### **Purposes**

We process the data specified above for one or more of the following purposes (partly depending on which services you use):

- To handle your payment.
- To send our newsletter and/or advertising leaflet.
- To be able to call or e-mail you if this is required in order to provide our service.
- To inform you about changes to our services and products.
- To deliver goods and services to you.
- Orchid Inspiration Days analyses your behaviour on the website in order to improve the website.
- Orchid Inspiration Days also processes personal data if we are required to do so by law, such as information we require for our tax return.

### **Provision to third parties**

We will share the data provided by you with third parties if that is necessary for the delivery of the products ordered by you or services requested by you. For example, we make use of a third party for sending quotes online.

If we share your data with a third party, we ensure - amongst other things - that your data is not used for other purposes (by means of a processor agreement). We also agree in this agreement that your data will be deleted as soon as it is no longer required.

We will otherwise refrain from sharing the information provided by you with other parties, unless this is required or permitted by law.

### **Security and retention**

We take appropriate security measures in order to prevent misuse of and unauthorised access to your personal data. Hence we ensure that only the necessary persons have access to the data, that access to the data is restricted, and that our security measures are regularly checked.

We do not retain the data for longer than necessary. That means that we retain the data for as long as is necessary in order to supply the service requested by you. An exception to this is the data that we have to retain for longer because this is required of us by law.

If you feel that your data is not properly protected or there are indications of misuse, please contact us via [info@pullposition.nl](mailto:info@pullposition.nl). We have taken the following steps to secure your personal data:

Security software, such as a virus scanner and firewall.

TLS (formerly SSL) We send your data via a secure Internet connection. You can see this from 'https' in the address bar and the lock symbol in the address bar.

### Cookies

Orchid Inspiration Days uses functional, analytic and tracking cookies. A cookie is a small text file that is saved in the browser on your computer, tablet or smartphone when you first visit this website. Orchid Inspiration Days uses cookies with a purely technical function. These ensure that the website works properly and that your preference settings are stored, for example. These cookies are also used to make the website work well and in order to be able to optimise it. We also install cookies that track your surfing behaviour so that we have insight into how the website can be enhanced.

When you first visited our website we informed you about these cookies and ask permission to install them.

You can refuse cookies by setting up your Internet browser so that it no longer stores cookies. You can also delete all information saved previously through your browser's settings.

Cookies are also installed by third parties such as social media companies on this website.

### **Automated decision-making**

We do not make decisions about issues that can have (significant) consequences for persons on the basis of automated processing. This relates to decisions that are made by computer programs or systems without intervention by a human (e.g. an employee of Orchid Inspiration Days).

### **Accessing, modifying or deleting data**

You have the right to view, correct or delete your personal data. You also have the right to retract your permission for the data processing or object to the processing of your personal data by Orchid Inspiration Days, and you have the right to transfer data. That means that you can submit a request to us to send the personal data about you that we hold to you or another organisation specified by you in a computer file.

You can send a request for access, correction, deletion or transfer of your personal data or a request to retract your permission or object to the processing of your personal data to [info@pullposition.nl](mailto:info@pullposition.nl).

In order to ensure that the request for access has been made by you, we would ask you to attach a copy of your proof of ID with the request. Please obscure your passport photo, MRZ (machine readable zone, the strip of numbers of the bottom of the passport), passport number and Citizen Service Number (BSN) on this copy. This is to protect your privacy. We will reply to your request as soon as possible, and certainly within four weeks.

### **Dutch Data Protection Authority (Autoriteit Persoonsgegevens)**

We would also draw your attention to the fact that you can submit a complaint to the national regulator, the Dutch Data Protection Authority (Autoriteit Persoonsgegevens). That can be done by clicking [here](#).

### **Changes to this privacy statement**

We may amend this privacy statement from time to time. Changes will be published on our website. We will never use your data for other purposes without permission.

We therefore recommend that you review this privacy statement regularly in order to remain informed about these changes.

### **Entry into force**

This (updated) privacy statement came into force on 15 March 2019.