

# Privacy Statement

## Your privacy on this website

This site is operated and maintained by Develing International, we are also the controller of the processing of all personal data collected through this website.

The primary purpose of this website is to provide information on our company to the visitors. We want you to feel secure when visiting our site and are committed to maintaining your privacy when doing so.

We are committed to protecting your privacy and comply with the principles set out in EU General Data Protection Regulation. This privacy policy explains how and why we collect your personal data and how it is used.

The following provides an overview of how we protect your privacy during your visit, based on and in accordance with applicable privacy legislation.

Develing International not warrant or guarantee the accuracy or currency of the information on the website. If you use any information found on this website to make decisions or take actions, you do so at your own risk and acknowledge that the information carries no warranty, express or implied. No responsibility can be accepted for any use made of the information presented.

## What information do we collect?

We collect information that you voluntarily submit it to us, e.g. by sending an email through the email address indicated on the website.

It is completely up to you whether or not you want to provide it. The following categories of personal data may be collected: name, contact details and the purpose of your contact.

## Cookies

We also collect information through the use of cookies. Cookies are small files of information which save and retrieve information about your visit to this website - for example, how you entered our site, how you navigated through the site, and what information was of interest to you. The cookies we use identify you merely as a number. If you are uncomfortable regarding cookies use, please keep in mind you can disable cookies on your computer by changing the settings in preferences or options menu in your browser. However, if your browser does not accept cookies from this website, you may not be able to access or use all features of this website.

## How do we use this information?

We use your personal data to communicate with you through email and or telephone. This information will not be shared with third parties.

## What about sensitive personal data?

We do not generally collect sensitive personal data through this site. If we do seek to collect such data, we will ask you to consent to our proposed uses of the data. By providing us with unsolicited sensitive personal data, you consent to our using the data subject to applicable law as described in this Privacy and Cookie Statement. The references to "sensitive personal data" are to the various categories of personal data identified by European and other data privacy laws as requiring special treatment, including in some circumstances the need to obtain explicit consent. These categories comprise personal identity numbers, personal data about personality and private life, racial or ethnic origin, nationality, political opinions,

membership of political parties or movements, religious, philosophical or other similar beliefs, membership of a trade union or profession or trade association, physical or mental health, genetic code, addictions, sexual life, property matters or criminal record (including information about suspected criminal activities).

### **Security and retention period**

The transfer, storage and processing of personal data collected through this website is secured by means of current, usual technical measures. In general, Develing International will not retain the personal data that is obtained through this website for a period longer than is necessary for achieving the purposes for which they were collected, or as long as the law prescribes.

### **Do you have access to your information?**

Based on this Privacy and Cookie Statement, you are entitled to know whether we hold information about you and, if we do, to have access to that information and require it to be corrected if it is inaccurate. You also have the right to have your personal data erased or blocked if any of the processing of it is in violation with the applicable privacy legislation.

### **Google Analytics terms of service**

This website uses Google Analytics, an independent measurement and research service from Google. They use cookies and code on the site to gather data regarding the number and frequency of visitors to our site. Both the cookies and the embedded code provide statistical information about visits to pages on the site, the duration of individual page view, paths taken by visitors through the site and other general information. We use this type of information to help us improve our services to you. Google will not associate your IP address with any other data held by Google. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website. By using this website, you consent to the processing of data about you by Google in the manner and for the purposes set out above. For further information regarding Google Analytics privacy statement, please see Google's privacy notice.

We use a WordPress cookie (wsal\_wp\_session) which is added by WordPress Security Audit Log plugin. Please view the WordPress (Automattic Inc) privacy policy [here](#).

### **Financial details**

We do not store any of your personal financial details. We only hold business invoicing and bank account information as required.

### **People who email us**

Please be aware that you have a responsibility to ensure that any email you send is within the bounds of the law.

We will also monitor any emails sent to us, including file attachments, for viruses or malicious software. This monitoring is conducted by a third party, Google. For more information about how Google conducts this monitoring, please see Google's privacy notice.

## **Job applications, current or former employees**

Develing International is the data controller for the information you provide unless otherwise stated. If you have any queries about how we handle your information, please contact us at [develing@develinginternational.com](mailto:develing@develinginternational.com).

As part of any recruitment process, the company collects and processes personal data relating to job applicants. The company is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. The company needs to process data to take steps at your request prior to entering into a contract with you. It also needs to process your data to enter into a contract with you. In some cases, the company needs to process data to ensure that it is complying with its legal obligations.

We will use the contact details you provide to us to contact you to progress your application. We will use the other information you provide to assess your suitability for the role you have applied for.

If you send us your CV directly, we will provide you with our Job Applicant Privacy Notice, which contains details about how we process your data and how long we retain it.

If your application for employment is unsuccessful, the company will hold your data on file for 12 months after the end of the relevant recruitment process. At the end of that period, your data is deleted or destroyed. We do not use automated decision making as part of our recruitment process.

If your application for employment is successful, personal data gathered during the recruitment process will be transferred to your personnel file and retained during your employment. The periods for which your data will be held will be provided to you in a new privacy notice and a data retention policy.

## **Changes to this policy**

Develing International may change its service providers any time. Develing International's privacy policy may be updated from time to time and the latest version will always appear here, on this page. Last modified: 15/05/2018

If you disagree with anything in this policy, then you may raise your concerns with the Autoriteit Persoonsgegevens: <https://autoriteitpersoonsgegevens.nl/en>