

Privacy Statement SI Europe BV

This is the Privacy Statement of SI Europe BV. In order to provide you with the best possible service and to carry out our work as efficiently and effectively as possible, SI Europe BV processes your personal data.

SI Europe BV considers careful handling of your personal data of great importance. Your personal data is therefore carefully processed and secured by us. You can count on your data at SI Europe BV are safe and that we comply with the applicable legal rules.

Why does SI Europe BV a Privacy Statement?

In this Privacy Statement we have listed for you how we handle your personal data. In this Privacy Statement you can read which personal data we process about you, for what purposes, who may view your data, how we store your data, to whom we pass on your data and what influence you can exert on this yourself. Your interest is our priority!

What are personal data?

Personal data is all data that can be traced back to a natural person and that is you. With personal data you can think of: your name, address, date of birth, telephone number, e-mail address and biometric data. We obtain this type of information from you when, for example, you fill in a form, send a letter or e-mail or call us. Even if you visit the website of SI Europe BV, in some cases you provide us with personal data. For example in the form of an IP address or a cookie.

The moment your personal data is communicated by yourself or by a third party with SI Europe BV, we process them. The term processing is broad and includes: collecting, storing, consulting, deleting, using and providing data to third parties. But erasure or destruction also falls under the term "processing".

What does this Privacy Statement apply to?

This Privacy Statement applies to all personal data that SI Europe BV processed in the context of its services in a fully or partially automated manner.

From whom does SI Europe BV process personal data?

We may process personal data of all persons with whom we have contact or who visit this website. These include (potential) temporary workers and customers of SI Europe BV. We also process personal data of contact persons of our (potential) clients, business customers, suppliers or business partners.

Important: if you, as an organization or company, pass on personal data of your employees to us, you are required by applicable law to inform your employees about this. You can give this Privacy Statement to your employees. They know exactly how SI Europe BV handles their personal data.

Who is responsible for the processing of your personal data?

The person responsible for processing your personal data is SI Europe BV, located at Veilingweg 2, 5301 KM Zaltbommel. The controller is the person who decides from a formal legal point of view whether and, if so, which personal data will be processed, for what purpose and how.

Registered with the Chamber of Commerce as SI Europe BV under number 18063406.

For what does SI Europe BV use your personal data for?

SI Europe BV may only process your personal data if we have a legal base for this. The legal bases for processing your personal data are:

- Your permission. Given consent may be withdrawn at any time;
- The processing of your data is necessary for the performance of an agreement;
- The processing of your data is necessary to comply with a legal obligation;
- The processing of your data is necessary to combat serious health risks; and
- The processing of your data is necessary in view of the interest of SI Europe BV, where your interest does not prevail.

SI Europe BV processes your personal data for efficient and effective business operations, in particular in the context of carrying out the following activities:

In general, we only collect and process your data for the performance of our tasks as an employment agency, such as mediation, temporary employment, mediation of freelancers, recruitment & selection, personal development and employability, salary administration and personnel management.

- **More specifically, we ask you to share your personal data with us for the following purposes:**
- To enter into and maintain an employee / employer relationship or a personnel / placement relationship with you and to keep a financial, personnel, hours, absenteeism and / or salary administration for this purpose;
- To enter into and maintain a relationship aimed at the acquisition / execution of assignments and to keep a financial administration for this;
- To assess your suitability for a particular position or assignment, to record your availability and to bring you into contact with or introduce you to one or more (potential) clients and / or relations;
- To mediate you to work, to offer you career and / or career advice and / or other (work-related) services, including training, to work for clients, to have work carried out for clients, or for assignments to arrange for you;
- To be able to conclude agreements with you, our client (s) and / or relations and to be able to implement and comply with them;
- To inform you about our services and our other activities in order to better align them with your wishes and qualities (for example, sending a vacancy alert);
- For management purposes, generating management information and reports, performing market analyzes, (internal and external) controls, audits and promoting and maintaining our quality and operational safety;
- In order to be able to comply with the applicable law and regulations and / or to apply for subsidies and premium discounts, for example the identification or payment of taxes and social contributions;
- To fulfill legal reintegration obligations and comply with the government's order to help people with a distance from the labor market find work;

- To be able to send you personal messages and special offers that match your personal interests, based on the information you have shared with us and the information we have collected via cookies or similar techniques about your use of the websites / social media / blogs from SI Europe BV.
- To improve our products and services (including through our website) or to solve (technical) problems when using the website or our services.

Which personal data do we process?

When registering:

- Name and address details, e-mail address and other contact details;
- Birth data, age, gender;
- Curriculum vitae (CV), information about education, internships and work experience;
- Information about training and education and / or tests that you have followed or done yourself or through us;
- Data on availability and leave;
- Other information that is or may be important in the context of the assessment of your suitability, for example references and certificates passport photo and video (introduction) - on a voluntary basis;

The moment you can start working / work / have worked for us:

- Nationality, citizen service number, ID certificate, work permit;
- Other data related to personnel, salary and absenteeism registration.

How is SI Europe BV with your personal data?

Careful, safe and confidential. This is how we handle your personal data. For this, SI Europe BV prepared a policy document.

Supervision of the processing of personal data

The rules about protecting your personal data are laid down in the General Data Protection Regulation. The Dutch Data Protection Authority (AP) ensures that this law is complied with.

If you are of the opinion that the provisions of this Privacy Statement are not or insufficiently complied with by us, you have the right to file a complaint with the Dutch DPA.

The contact details of the AP are:

Bezuidenhoutseweg 30
2594 AV The Hague

Security

To protect your privacy and the confidentiality of your data, SI Europe BV appropriate technical and organizational measures. We take security measures to prevent misuse of and unauthorized access to personal data, such as. applying access control, firewalls and secure servers, and encryption of certain types of data, such as financial information and other sensitive data.

In addition to securing the systems, we also want that within SI Europe BV not everyone has access to all of your data. Our systems are set up in such a way that employees can only see that information for what purpose authorized. Our personnel data is processed in UBplus and they are certified with the ISO 27001: 2013 certificate (the international standard for information security).

Reporting incidents

If it unexpectedly turns out that something has gone wrong with the protection of your personal data, or we suspect this is the case, we will report this to the AP. If the breach of your personal data may have adverse or adverse consequences for you, we will let you know as soon as possible.

Confidential

We assume that your data is always confidential. Every employee of SI Europe BV is therefore obliged to observe secrecy. This also applies to third parties hired by SI Europe BV or otherwise appointed to perform work. Persons charged with performing technical work on our systems are also bound to secrecy. In short, anyone who has insight into your data is subject to a duty of confidentiality.

How long do we keep your data?

SI Europe BV keeps your data no longer than necessary for the purposes for which your data is processed and then permitted by law. How long certain data is kept depends on the nature of the data and the purposes for which they are processed. The retention period can therefore differ per purpose.

Providing information to third parties

We expressly do not provide your personal data to third parties, unless this is necessary in the context of the execution of the agreement, if this is required by law or if you have given us your permission for this.

SI Europe BV may also be obliged to provide personal data on the basis of legislation or regulations, on the basis of a decision of a competent court, or in the event of fraud or abuse. If that is the case, SI Europe BV will cooperate.

Sharing your data to countries outside the European Union

SI Europe BV will not pass on your data to a company or branch in a country outside the European Union, unless a model agreement has been concluded for this or when you have signed a statement in which you consent to the transfer.

Personal contact with SI Europe BV

Many contacts between you and SI Europe BV take place by telephone, via forms, email or social media. We record personal data that you provide during this process if necessary for our services.

Contact in different ways

Increasingly, customers via e-mail, social media or via <https://si-europe.eu> contact SI Europe BV. SMS and chat are also used. Of course, a lot of information is also exchanged via letters and forms. The initiative to have contact can come from you, but also from SI Europe BV. The personal data that you provide to us can be processed by SI Europe BV. For example to answer your questions, to make offers or to improve the quality of our services. If you call us or we call you, we can record the telephone conversation. We do this to be able to train, coach and assess our employees and to optimize the quality of our services.

Visit to the website of SI Europe BV

If you visit our website, we record your IP address, visit data and cookies. Below you can read what we use this data for.

What do we do with your IP address?

Everyone who uses the Internet has an IP address. Even if you use the internet with your mobile phone. You cannot use the internet without an IP address. SI Europe BV keeps track of IP addresses to protect you from internet fraud.

What do we do with your visit data?

General visitor data is kept on the websites of SI Europe BV, such as the most visited pages. With this information we can further optimize the layout on our website. This data can also be used to put more targeted information on the site. This way we can further improve our services. We also register how visitors click through the SI Europe BV website. This data is only stored and processed internally. They are used for statistical analyzes of visitor behavior, for fraud prevention and to be able to make personal offers.

What do we do with cookies?

We use cookies on this website. A cookie is a simple small file that is sent along with pages from this website and by your browser on your hard drive of your computer, tablet, telephone. etc. ("device") is saved.

With your permission we place "tracking cookies" on your device. We use these cookies to keep track of which pages you visit, in order to build a profile of your online behavior. This profile is not linked to your name, address, e-mail address and the like, but only to tailor vacancy alerts to your profile so that they are as relevant as possible for you.

A cookie from the American company Google is placed via our website as part of the "Analytics" service. We use this service to keep track of and receive reports on how visitors use the website. Google can provide this information to third parties if Google is legally obliged to do so, or if third parties process the information on behalf of Google. We have no influence on this. The information that Google collects is anonymized as much as possible. Your IP address is expressly not provided. The information is transferred to and stored by Google on servers in the United States.

What are your rights?

When SI Europe BV processes your personal data, you have certain rights in accordance with the applicable regulations. Your rights will be explained below.

We will notify you if we process your personal data.

SI Europe BV submitted for processing your data information to you about our identity, about the purposes for which and the ways in which we have your data processed, the rules that apply to them, about the rights you have and how you influence. This information may not be provided if you are already aware of the processing of your data or if communication to you is impossible or involves a disproportionate effort for us.

Access to your data

Are you registered with SI Europe BV and do you want to see which of your personal data are known to us? Then you can use your "Right of access". We do request that you indicate specifically which personal data you would like to receive.

Right of rectification

You have the right to rectify data if your data is incorrect or incomplete. You also have the right to rectify the data if the data are not relevant for the purpose for which we process them, or if your data has been processed by us in violation of a legal regulation.

We will inform the third party (s) who have received your data from us of any rectification, unless this is impossible or requires a disproportionate effort from us.

Right of erasure

You also have the right to have certain data deleted. For example, when your data is no longer necessary for the purposes for which we received it, you object to the processing or when your data has been processed unlawfully by us. However, we cannot always delete all requested data, because we are or may be obliged to keep certain information about you. Think of a BSN or a copy of your ID if you work or have worked for us.

Right to limitation of processing

You also have the right to limit the processing of your data. The right to restriction means that we may not (temporarily) process or change your personal data. This applies if you dispute the accuracy of the data, if you believe that the personal data are no longer necessary for the purposes or if you believe that the processing of your personal data by SI Europe BV is unlawful.

Right to object

You can object to the processing of your personal data by SI Europe BV if your personal data are used for purposes other than those necessary for the performance of an agreement or necessary for the fulfillment of a legal obligation. For example, if you do not want us to use your personal data to make you personal offers.

Right to data portability

If you have provided us with your personal data yourself, you have the right to data portability in certain cases. This means that we will provide your data to you in a structured, commonly used and machine-readable manner if you request us to do so.

How to exercise your rights?

If you wish to exercise your rights, you can contact us at any time using the contact details below or by sending us a letter stating your name, address and telephone number. We will respond to your request within one month.

We ask you to identify yourself, on the basis of a valid ID. This way we can check whether we provide the personal data to the right person.

Excessive requests regarding the provision of information may be rejected by us. Excessive requests are when, for example, you approach us more than average and necessary with information requests.

Hoofdkantoor
SI Europe BV
Veilingweg 2
5301 KM Zaltbommel
Tel: 0857607750
KVK: 18063406



About this privacy statement

SI Europe BV can adjust this Privacy Statement. The last change was on 03-11-2020. You will always find the most recent version at <https://si-europe.eu>.

Do you have any questions or comments about our Privacy Statement? Please do not hesitate to contact us:

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NLoffice@si-europe.eu