

# **Privacy Statement | Self Employed Worker | Carla Beekman**

## **May 23, 2018**

### AVG/GDPR

The AVG stands for Algemene Verordening Gegevens and is also known under the name GDPR (General Data Protection Regulation). This European legislation applies from May 25, 2018 and aims to protect personal data.

Carla Beekman is a self employed worker and her company (hereafter referred to as CB) consists of a wide variety of activities. This privacy statement is intended for all activities.

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CB attaches great importance to the protection of your personal data. In this Privacy Statement CB wants to provide clear and transparent information about how CB deals with personal data.

CB does everything it can to guarantee your privacy and therefore handles personal data carefully. CB complies in all cases with the applicable laws and regulations, including the General Data Protection Regulation.

This implies that CB in any case:

Processes your personal data in accordance with the purpose for which they were provided, these goals and type of personal data are described in this Privacy Statement;

Limits the processing of your personal data to only those data that are minimally required for the purposes for which they are provided and processed;

Requires your permission in advance if this is required in accordance with the privacy law for the processing of your personal data;

Has taken appropriate technical and organizational measures to the best of her ability to ensure the security of your personal data;

Does not transmit personal data to other parties, unless this is necessary for the purpose for which they were provided, or is legally required;

Is aware of your rights regarding your personal data, you indicate this and respect this.

Being a self employed worker CB is responsible for the processing of your personal data. If, after having read this Privacy Statement, or in a more general sense, you have questions about this or wish to contact CB, you can do this via the contact details at the bottom of this document.

## **Legal grounds and processing of personal data of customers and relations**

*CB processes personal data on the basis of a permission granted by the customer and/or relation, in the context of the conclusion and / or execution of an agreement, to comply with the law and on the basis of a legitimate interest, namely to be able to execute and continue the business.*

*To make this possible, personal details of customers and (business) relations are processed by CB for the following purpose (s):*

Registration in relation with participation in activities;  
For the organization of courses, activities and meetings;  
Making reservations;  
For information provision in case of calamities;  
Communication about company related services and topics;  
Sending newsletters, periodicals and / or flyers;  
Keep track of course data for statistics and insight;  
Administrative purposes, such as invoicing and payments of services / goods;  
To comply with a legal obligation, such as the Tax Code;  
The exercise and defense of the rights, for example in disputes;

*For the purpose (s) above, CB can record the following personal data of you:*

First names;  
Insertion;  
Last name;  
Address;  
Birth date and place;  
Phone number(s);  
E-mail address;  
IBAN number;  
Sex;  
Length;  
Weight;  
Shoe size;  
Sports experience;  
Contact details in case of calamities;  
Insurance data regarding calamities;  
Membership sports club;  
Diet / Allergy due to meals;  
Registration and participation in meetings;  
Results of sporting performance;

Other personal data that a customer, client or relation actively provides in correspondence, on an (off-line) application form, by telephone or via social media;

*Correctness of the specified personal data*

By communicating your personal data you guarantee that these are accurate and complete.

*Minors*

CB only processes personal data of minors (persons under the age of 18) if written permission has been given by the parent, caretaker or legal representative.

## **Retention period of personal data provided**

*Your personal data will be stored by CB for the aforementioned processing(s) for the period:*

Prior to an activity;  
During an activity;  
Indefinitely;

*The purpose of keeping the data for an indefinite period is:*

To comply with laws and regulations regarding (financial) administration;  
Consult relevant information when re-entering or contacting;  
To obtain history and insight for future initiatives of the company;  
To announce future initiatives and information

## **Provision to third parties**

*The information you provide to CB can be provided to third parties if this is necessary for the execution of the above described purposes. This can be for example with:*

The creation of courses, activities and meetings;  
Taking care of parts of the financial administration and tax return;  
CB can exchange your (personal) data for back-up purposes in order to be able to continue its self employed worker administration and business in good order in the event of an outage and calamities.

CB will not sell, rent, distribute or otherwise make your personal data available to third parties, except as described in this privacy statement or with your prior consent.

Furthermore, CB will not provide the information provided by you to other parties, unless this is legally required and permitted.

CB cannot be held liable if it has to provide personal data to authorities, in accordance with applicable legal obligations.

Within the CB websites hyperlinks can be placed to other websites and / or social media.  
CB cannot be held liable for violation of the privacy of your personal data on these external digital platforms.

CB does not use Cookies or similar techniques.

## **Security**

CB has taken appropriate technical and organizational measures to secure the personal data against loss or against any form of unlawful processing.

CB makes (among other) backups of personal data off-line in order to be able to repair them in the event of physical or technical incidents;  
Employees have been informed about the importance of the protection of personal data.

## **Rights regarding your personal data**

You have the right to access your personal data, the right to request correction, restriction or deletion of your personal data and you can also request the transfer of your data.

If the processing of your data is based on permission, you can withdraw it at any time. You can send your written requests and / or questions regarding privacy related matters to the postal address below or via e-mail: [privacycb@xs4all.nl](mailto:privacycb@xs4all.nl). You will receive a reply as soon as possible.

## **Complaints**

If you have a complaint about the processing of your personal data, CB will ask you to contact us directly. If we do not come together with you then this is of course very annoying. You always have the right to file a complaint with the Dutch Data Protection Authority; this is the supervisory authority in the field of privacy protection.

## **Amendments**

CB reserves the right to make changes to the Privacy Statement. Therefore, check the Privacy Statement regularly for updates.

CB Amsterdam, May 2018

## **Questions**

If you have any questions or comments about our Privacy Statement please contact us.

## **Contact details**

Carla Beekman, May 2018, Amsterdam

email: [privacycb@xs4all.nl](mailto:privacycb@xs4all.nl)