

PRIVACY STATEMENT A.HAK

A.Hakpark BV (hereafter: A.Hak) and its subsidiaries are cognizant of the fact that the proper processing of personal data is an indispensable aspect of privacy law. In order to guarantee this right, this statement details how A.Hak treats your personal data. Such treatment is in accordance with the EU's General Data Protection Regulation.

This privacy statement details which personal data A.Hak processes and for what purposes. The statement applies to both A.Hakpark BV and its subsidiaries and is structured as follows:

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1. Purposes of data processing (general)

A.Hak and / or its subsidiaries process different types of personal data for various purposes. The personal details and purposes are detailed below.

Agreements

A.Hak processes personal data to conclude and execute agreements. These agreements mainly relate to the provision of services. In order to be able to execute these agreements, A.Hak requires your name, address and telephone number. In certain instances, the data may be forwarded to us by a third party who acquired the services of A.Hak on your behalf.

Employees and applicants

A.Hak processes personal details of employees. This processing takes place on the basis of the employment contract with A.Hak or another applicable legal basis. More information can be found in the personnel manual of A.Hakpark BV or the subsidiary where you work.

In addition, A.Hak processes personal data of applicants. This personal data are processed through personal contacts, by mail, by e-mail or by telephone. A.Hak only processes the personal data relevant to the application procedure. This includes *inter alia* the name, contact details, gender, motivation letters and CV of the applicant. These personal details will be deleted by or on behalf of A.Hak no later than 4 weeks after completion of the application process, unless you give permission to A.Hak to store the data for a longer period of time in its administration.

Management activities and (direct) marketing

Customer data can be used to maintain the customer relationship. Examples include communicating with existing customers about A.Hak services on behalf of the customer and sending invitations for events to existing customers. We may collect information about you from third parties, such as information from social media sites (depending on your institution).

Social Media

A.Hak uses social media, such as Facebook. If you utilise functions on these social media channels, we may use your personal data.

2. Receivers

Your personal data will not be shared with third parties by A.Hak except in one of the following instances.

Execution of an agreement

We provide your personal data to third parties when it is necessary to fulfill our contractual obligations towards you, such as performing on an agreement.

Permission

With your permission we can share your personal data with third parties. Your permission only applies when it is clear to you what you give permission for and what the consequences are.

For external processing

A.Hak provides personal data to third parties so that they can process data for us. This is done in accordance with instructions from A.Hak and in accordance with its privacy policy and other relevant confidentiality and security regulations. In this case, third parties may include the IT suppliers of A.Hak and the managers of its business software system and cloud Recruitment software system.

Legal reasons

A.Hak shares personal data when it is of the opinion that disclosure is necessary to comply with applicable laws, regulations, legal procedures or requests from government authorities.

Legal obligation

A.Hak will also provide your personal data where it is legally obliged to do so. In such instances, A.Hak will enter into agreements with the recipients to ensure confidentiality and protection of the personal data.

3. Security level and transfer outside the EU

A.Hak protects the data entrusted to it by implementing technical and administrative security measures to minimize the risk of loss, misuse, unauthorized access, disclosure and modification. This can include but is not limited to firewalls, encryption of data and physical and administrative access controls related to the data and servers. If you think that data may have been misused, you can contact us via our contact details reflected in point 5 hereunder.

In some cases, A.Hak may transfer personal data from the Netherlands to other countries. The same level of protection applies in the European Economic Area (EEA) as in the Netherlands. Outside the EEA, A.Hak will only pass on personal data if there is an appropriate level of protection. In such instances, A.Hak will use model contracts approved by the European Commission.

4. Retention periods

A.Hak will not retain the personal data for a longer period than what is legally required. The approach of A.Hak is that personal data are only retained to the extent that this is necessary in order

to be able to execute agreements and to provide services. After this period the personal data will be deleted.

5. Rights of data subjects

As a data subject you have a number of rights to which A,.Hak must abide. These rights are explained below.

Right of inspection, correction or addition and restriction of processing

If you have a relationship with our organization, you will be given the opportunity to view your personal data upon written request (by e-mail via gdpr@a-hak.nl). The request will only be processed if you have identified yourself by way a copy of your driving license or identity card.

We will respond in writing to your request detailing whether we process personal data of you and if so, what. We also provide you with a copy of this personal data. In addition, we explain the purpose of the data processing, with whom the data are shared, what the retention period is and what rights you can enforce further.

If the overview provided by us contains factual inaccuracies, you may request us to amend or supplement the information in writing. A.Hak will motivate its response to your request. If we proceed to improvement or supplementation, we will send you an additional statement. If applicable, A.Hak will share the additional statement with recipients of your incorrect or incomplete data.

You may request us to limit the processing of the personal data as long as we have your request for improvement or supplementation being processed. You can also make this request if you are of the opinion that we process data unlawfully, we no longer need data, or if you object to (further) processing of the data.

Right to erasure

In the following situations, you can request A.Hak to delete personal data:

- A.Hak no longer needs the personal data for the purposes for which it has collected or processed the data;
- You have previously given permission to A.Hak to process data, but are currently withdrawing that permission. There is no other processing basis;
- You make a reasoned objection and A.Hak has no compelling reason not to acknowledge your objection;
- There is an indication of unlawful processing by A.Hak.

If you no longer wish to be contacted with information about our services via the receipt of A.Hak Magazine, you can inform us of this in writing (by e-mail via communicatie@a-hak.nl). We will then immediately unsubscribe you from this service.

Exercise rights

If you wish to exercise one or more of the aforementioned rights, or if you have other questions about the processing of your personal data by A.Hak, you can contact A.Hak via the contact details below. A.Hak will respond to your request or request within 4 weeks, unless we notify you that more time is required.

If your personal data are processed by A.Hak on the basis of your consent, you have the right to withdraw your consent. A withdrawal does not affect previous processing on the basis of your consent.

Address details A.Hak

<i>Visiting address</i>	<i>Postal address</i>
Steenoven 2-6	PO box 151
4196HG Tricht	4190 CD Geldermalsen

6. In closing

A.Hak has taken the utmost care in the issuing of this privacy statement. Nevertheless, it is possible that errors have occurred. A.Hak cannot be held liable for technical or editorial errors, nor for any consequential damage resulting from the use or the temporary unavailability of the website on which this privacy statement is included.

In the unlikely event that you have a complaint about the use of your personal data, you can start a complaints procedure with the Dutch Data Protection Authority. The Dutch Data Protection Authority is authorized to take note of your complaint.

This privacy statement is in accordance with the General Data Protection Regulation. We reserve the right to adjust our privacy statement. Changes will be published on our website (www.ahak.nl).