

## **Privacy Statement DiscoverU**

DiscoverU located at Venstraat 10 in Sint Michielsgestel is responsible for the processing of personal data as shown in this privacy statement.

Contact information:

[www.discoveru.nl](http://www.discoveru.nl)

address: Venstraat 10, 5271 TV, Sint Michielsgestel

[info@discoveru.nl](mailto:info@discoveru.nl)

### **Personal data that we process**

DiscoverU processes your personal data by using our services and/or because you provide this data to us yourself.

Below you will find an overview of the personal data we process:

- First and last name
- Address details
- Telephone number
- E-mail address
- IP address
- Other personal data that you actively provide, for example, by signing up for a workshop or in correspondence and by telephone
- Bank account number

### **Special and/or sensitive personal data that we process**

Our website and/or service does not intend to collect data on website visitors under the age of 16. Unless they have permission from parents or guardians. However, we cannot verify that a visitor is over 16. We therefore advise parents to be involved in their children's online activities in order to prevent data about children being collected without parental consent. If you are convinced that we have collected personal information about a minor without personal consent, please contact us through [info@discoveru.nl](mailto:info@discoveru.nl), we will then delete this information.

### **For what purpose and on which basis do we process personal data**

DiscoverU processes your personal data for the following purposes:

- Administrative purposes

- Communication about the assignment and/ or invitations
- Implementing or issuing an assignment
- Sending our newsletter.
- To call or email you if necessary to perform our services
- Inform you about changes to our services and products

### **Automated decision-making**

DiscoverU does (sporadically) make decisions based on automated processing on matters that can have (significant) consequences for individuals. These are decisions that are made by computer programs or systems, without the interference of a human being (for example, an employee of DiscoverU).

### **How long we keep personal data**

DiscoverU does not keep your personal data for longer than strictly necessary. Website data can be viewed for 26 months, but these cannot be traced back to you because the data is anonymised.

DiscoverU keeps the administration back up to 7 years (statutory retention period Tax Office). If you sign out of the mailing list, your data will still be maxed out. 3 months in the e-mail program.

### **Parts of personal data with third parties**

DiscoverU does not sell your data to third parties and will only provide it if necessary for the performance of our agreement with you or to comply with a legal obligation. With companies that process your data in our assignment, we enter into an processing agreement to ensure the same level of security and confidentiality of your data. DiscoverU remains responsible for these processing operations. Furthermore, we will **not provide the information, which you provided, to** other parties, unless required by law and permitted. An example of this is that the police request (personal) data from us as part of an investigation. In such a case, we must cooperate and are therefore obliged to provide this information. We may also share personal data with third parties if you give us written permission to do so.

### **Cookies and profiling**

A cookie is a small text file that is stored in the browser of your computer, tablet or smartphone on the first visit to this website. DiscoverU uses functional, analytical and

marketing cookies. By combining your data – manually or using cookies – DiscoverU can send you more targeted content and, for example, better align with your interests, prior knowledge and products you have already purchased. On your first visit to [www.discoveru.nl](http://www.discoveru.nl) you have been informed about the cookies that DiscoverU uses and have/have not given permission for the placement of marketing cookies. That permission is stored with a consent cookie, so you don't get a cookie notification every time you visit.

### **Functional or technical cookies**

Functional (technical) cookies ensure that the website works well on all devices and in all browsers. These cookies do not store personal data. The cookie that stores your cookie permission also falls into this category.

### **Analytical cookies**

Services such as Google Analytics use analytical cookies. DiscoverU sees how visitors use the website, what popular pages are and through which channels people end up on the website. Google Analytics uses the IP addresses of website visitors for statistics. Theoretically, it is possible to find out more information about a visitor based on a full IP address, even if this is not allowed. Nevertheless, DiscoverU uses IP masking to be sure that Google Analytics deletes the latest digits from IP addresses before they are used and stored. The data does not go to Google.

### **Marketing or tracking cookies**

Marketing cookies, also called tracking cookies, track your browsing habits so that we can offer customized content and advertisements.

### **Mailblue**

DiscoverU uses Mailblue to send emails. If you request an e-book or information, your details will be accessed by Mailblue. Mailblue keeps track of which pages people visit on the website. This is how, for example, DiscoverU knows if an email campaign is successful. It is also possible to send e-mails to a specific part of the mailing list.

### **Social media**

The Facebook pixel keeps track of which Facebook visitors visit DiscoverU.nl. Based on this, it is possible, among other things, to create advertisements, specifically for the people who

have visited a particular page. You can easily share messages from this website. DiscoverU uses cookies for the social share buttons. DiscoverU does not have access to the data that social media collects. How they handle data can be found in their privacy statements. View [Facebook's privacy policy](#) | [LinkedIn](#) | [Instagram/Instagram](#)

### **View, modify or delete data**

You have the right to view, correct or delete your personal data. In addition, you have the right to revoke your possible consent for the data processing or to object to the processing of your personal data by [www.discoveru.nl](http://www.discoveru.nl) and you have the right to data transferability. This means that you can submit a request to us to send the personal data that we have about you in a computer file to you or another organization you have mentioned. You may send a request for access, correction, deletion and data transfer of your personal data or a request for withdrawal of your consent or objection to the processing of your personal data to [info@discoveru.nl](mailto:info@discoveru.nl).

To ensure that the request for access has been made by you, we ask you to send a copy of your ID with the request. In this copy, black out your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Social Security number. This is to protect your privacy. We'll respond as soon as possible, but within two weeks, upon your request.

DiscoverU would also like to point out that you have the possibility to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following website: <https://autoriteitpersoonsgegevens.nl/nl/zelf-doen/gebruik-uw-privacyrechten/klacht-melden-bij-de-ap>

### **How we protect personal data**

DiscoverU takes the protection of your data seriously and takes appropriate measures to prevent abuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you feel that your data is not properly protected or there are indications of abuse, please contact us via [info@discoveru.nl](mailto:info@discoveru.nl)