

## Privacy Statement (English)

If you decide to voluntarily provide us with information, we will use this information in accordance with our *Privacy policy*.

Ask and Find is convinced that the privacy of its candidates and other relations and website visitors is essential. Personal data is therefore handled and secured with the greatest possible care, in compliance with the requirements laid down by Law.

When you provide personal data to Ask and Find, your data is included in the Ask and Find database. This also applies to data that we receive from you or a representative of a (potential) business relation (such as a customer, supplier, seller or other company or agency).

We attribute great importance to your privacy. Personal data provided by you to us is carefully handled and secured in accordance with the General Data Protection Regulation (AVG).

### Data processing of website visitors

You can visit our website without providing us with any personal data. We do however collect, just like many other websites, specific non-identifiable and automatic information about users of our website. We process data on the date, time, access and on your visits to our website, information on which channel brought you to our website, the pages and sections you visit and on information that you upload onto or download from the website.

The collected data is used to optimally attune the website content to the wishes and needs of our website visitors. We may disclose unidentifiable information to third parties, and this data is stored for future use.

### Processing personal data

We collect and process your data in order to process our services. We may use your data for the following purposes:

- To be able to comply with applicable law and legislation.
- To enter into and maintain with you a staff/job mediation relationship, and to keep records on personal and financial administration or to enter into and maintain a relationship directed at acquiring/ carrying out assignments, and to keep an financial administration for this.
- To assess your suitability for a specific position or assignment, to record you availability and to bring you into contact with, or introduce you to, one of multiple (potential) customers and/ or relations.
- To advise you on work, education or training possibilities, to offer you career counselling and/or other (work-related) services, to use your skills at customers, carry out activities at customers, or to arrange assignments for you.
- To be able to conclude agreements with yourself, our customer(s) and/or relations, and to be able to execute and fulfil these agreements.
- To improve and stimulate your personal development, to assist you with participating in (online) tests and generating test results.
- To inform you about our services, other activities, and/or professional information (for instance via e-mail, SMS, newsletters, business magazines and professional literature), and to be able to provide you with offers on behalf of Ask and Find.

- For management purposes and generating management information and reports, executing market analyses, (inter and external) inspections, audits and accountant inspections and to improve and enforce operational safety.
- To inform you about the products and/or services of partners that are carefully selected by us, by adding information on these products and/or services to our website, or by including information in our newsletter and the likes.

Ask and Find processes, amongst other things, the following data: name, address, place of residence, e-mail address, telephone number, nationality, date and place of birth, gender, marital status, curriculum vitae (CV), work experience, bank account number, policy of customer number health insurer, data on education, (copy), certificates, references, (copy) passport photo, (copy) ID card, (copy) social security number(BSN), (copy) work permit, (copy) residence permit and (copy) Declaration of Independent Contractor Status (VAR).

Ask and Find may disclose your personal data to its customers and relations, suppliers (such as educational institutions), audit authorities, government agencies, subcontractors, and to companies and/or individuals involved by Ask and Find for carrying out certain tasks (including editors). Ask and Find may also provide your data to third parties, if it is authorised or obliged to do so on the basis of applicable law and legislation, a court order or ruling, or has been granted your permission to do so.

We only process particular personal data if we have your permission for this, or there is any (other) legal basis for this. The particular data processed by us usually involves data that can be deducted from your identification document, of which the law requires we make a copy when you start working for us.

Ask and Find will not save your personal data any longer than what is necessary for the objectives for which this data has been collected, and complies with the applicable law and legislation:

- If you have not (yet) worked for Ask and Find, we will save your data up to 2 years after the last mediation.
- If you have worked through Ask and Find, your data will be available for up to two years.

If necessary and legitimate, data may be stored for longer, for instance with a claim.

## **Use of personal data**

Personal data received by Ask and Find from employees or representatives from business relations (such as customers, suppliers, sellers and other companies or agencies) is used by us for the following objectives:

- So you are able to use our services and/or we can use your services.
- To enter into, and maintain, a trading relationship with you.
- To agree on assignments, and/or to be able to (have) these executed.
- To inform you about our services and other activities (for example via e-mail, SMS, newsletters and business magazines) and to be able to provide you with offers.
- To comply with applicable law and legislation.
- To inform you about the product and/or services of partners that have been carefully selected by us, by adding information on these products and/or services to our website, or by including information in our newsletter and the likes.

## **Right of access**



You can request information on your data that is processed by us via your contact at any moment. You can also at any time request to add, improve or remove your data via the therefore mentioned procedure.

### **Questions, remarks and complaints**

If you have questions, remarks or complaints with regard to this privacy statement, or the way in which Ask and Find registers, uses and processes your data, you can make these known per e-mail via [info@askandfind.nl](mailto:info@askandfind.nl) , to the attention of Mrs. Ellen Smits. We aim to respond to your question, remark or complaint within four weeks after receipt.

### **Amending privacy statement**

Ask and Find can amend this privacy statement. The most actual privacy statement can always be found on the Ask and Find website.