

## **Privacy and Cookie policy**

BeBr Consultancy B.V. located at Nieuwe Boteringestraat 70 9712PP Groningen, is responsible for the processing of personal data as shown in this privacy statement.

### **Contact details**

<https://www.bibr.nl/>

Nieuwe Boteringestraat 70

9712PP Groningen

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KvK: 64073106

BTW: NL8555.10.353.B.01

The BeBr Data Protection Officer can be reached at [support@bibr.nl](mailto:support@bibr.nl).

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

BeBr processes your personal data when you make use of our services and/or when you provide these to us yourself.

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

- First and last name
- E-mail address
- Data on your activities on our website

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

Our website and/or service has no intention of collecting data about website visitors who are younger than 16 years of age. Unless they have permission from their parents or guardian. However, we cannot verify whether a visitor is over 16. We therefore recommend that parents be involved in the online activities of their children, in order to prevent data being collected on children without parental permission. If you are convinced that we have collected personal data on a minor without such consent, please contact us at [support@bibr.nl](mailto:support@bibr.nl) and we will delete this information.

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

BeBr processes your personal data to be able to email you if this is necessary for us to be able to perform our services

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

BeBr will not retain your personal data any longer than is strictly necessary for the purposes for which the data was collected. We will retain your personal details for a maximum of 2 years.

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

BeBr will only provide personal data to third parties and only if this is necessary for the execution of our agreement with you or to comply with a statutory obligation.

## **Cookies**

BeBr only uses technical, functional and analytical cookies that do not infringe on your privacy. A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit this website. The cookies we use are necessary for the technical functioning of the website and your ease of use. They ensure that the website works properly and remember, for example, your preferences. They also enable us to optimise our website. You can unsubscribe from cookies by configuring your internet browser in such a way that it no longer saves any cookies. In addition, you can delete all information previously stored using your browser settings.

## **Reviewing, modifying or deleting data**

You have the right to inspect, correct or delete your personal data. You also have the right to withdraw your consent for data processing or to object to the processing of your personal data by BeBr and you have the right to data portability. This means that you can submit a request to us to send the personal data we have on you in a computer file to you or another organisation named by you.

You can send a request for inspection, correction, deletion, data modification or request to withdraw your permission or objection to the processing of your personal data to [support@bebr.nl](mailto:support@bebr.nl).

To make sure that the request for inspection was made by you, we ask you to send a copy of your proof of identity with the request. In this copy, please make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen Service Number (BSN) black. This is to protect your privacy. We will respond to your request as soon as possible, but within four weeks.

BeBr would also like to point out that you have the option of submitting a complaint to the national supervisory authority, the Autoriteit Persoonsgegevens. You can do so via the following link:

<https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

## **How we protect personal data**

BeBr takes the protection of your data seriously and takes appropriate measures to prevent abuse, loss, unauthorised access, unwanted disclosure and unauthorised changes. If you have the impression that your data is not properly secured or there are indications of abuse, please contact our customer service or via [support@bebr.nl](mailto:support@bebr.nl).