

# PRIVACY STATEMENT

English





HP Staal, with its registered office at Hoogewaard 4, 4131 NG Vianen, is responsible for the processing of personal data as specified in this Privacy Statement.

### Contact details

<https://www.hpstaal.nl/>  
Hoogewaard 4, 4131 NG Vianen  
+31 (0)347 32 00 01

### Personal data that we process

HP Staal processes your personal data because you make use of our services and/or because you provide us with these data yourself.

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

- First and last name
- Address details
- E-mail address
- IP address
- Other personal data you actively provide, for example in correspondence and by telephone
- Data about your activities on our website
- Internet browser and type of device
- Bank account number if necessary

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

Our website and/or services does not intend to collect data about website visitors who are under 16 years of age. Unless they have permission from parents or a guardian. We, however, cannot check whether a visitor is over the age of 16. We therefore advise parents to be involved in the online activities of their children in order to prevent data about children from being collected without parental permission. If you are convinced that we have collected data about a minor child without such permission, please contact us via [info@hpstaal.nl](mailto:info@hpstaal.nl), and we will then delete this information.

### For what purpose and on the basis of which principle we process personal data

HP Staal processes your personal data for the following purposes:

- Handling your payment
- Sending our newsletter and/or advertisement folder
- To be able to call or e-mail you if necessary in order to perform our services
- To inform you of changes to our services and products
- To deliver goods and services to you
- HP Staal analyses your behaviour on the website to enable us to improve the website and bring the supply of products and services in line with your preferences.
- HP Staal monitors your surfing behaviour on different websites to enable us to bring our products and services in line with your need.
- HP Staal also processes personal data if we are legally required to do so, such as data we need for our tax return.

### **Automated decision-making**

HP Staal does not take decisions on the basis of automated processing activities on matters that can have (substantial) consequences for persons. This concerns decisions that are taken by computer programs or systems without the intervention of a human being (for example a staff member of HP Staal).

### **How long we retain personal data**

HP Staal does not retain your personal data longer than is strictly necessary to achieve the purposes for which your data are collected. Our different categories of personal data have different retention periods for various reasons. If you want to know exactly what personal information we have about you and how long we store it, please see below how you can view, modify or delete your data.

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

HP Staal does not sell your data to third parties and will provide them only if necessary to perform the contract with you or to comply with a legal obligation. We conclude a processing agreement with companies that process your personal data on our instructions to ensure the same level of protection and confidentiality of your data. HP Staal remains responsible for these processing activities.

### **Cookies of similar techniques that we use**

HP Staal uses functional, analytical and tracking cookies. 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. HP Staal uses cookies with a purely technical functionality. They see to it that the website operates properly and that, for example your preferred settings are remembered. These cookies are also used to allow the website to operate properly and to be able to optimise it. In addition, we place cookies that keep your surfing behaviour up to date so that we can provide customised content and advertisements.

On your first visit to our website we informed you about those cookies and asked for your permission to place them.

You can opt out of cookies by setting your internet browser in such a way that it no longer saves cookies. Besides that, you can also delete all information that was saved previously by way of the settings of your browser.

For an explanation, see: <https://veiliginternetten.nl/themes/situatie/cookies-wat-zijn-het-en-wat-doe-ik-ermee/>

### **Inspection, adjustment or deletion of data**

You have the right to inspect, correct or delete your personal data. In addition, you have the right to withdraw any permission for the data processing or to object to the processing of your personal data by HP Staal and you have the right to transferability of data. This means that you can submit a request to us to send your personal data that we have available in a computer file to you or another organisation mentioned by you.



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

To be certain that the request for inspection was made by you, we ask you to enclose a copy of your proof of identity with the request. In this copy, black out your passport photo, MRZ (machine readable zone), the strip with numbers at the bottom of your passport and your citizen service number. This is to protect your privacy. We will respond as soon as possible to your request, but within four weeks.

HP Staal wants to draw your attention as well to the possibility to file a complaint with the national supervisory body, the Dutch Data Protection Authority. You can do so via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

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

HP Staal takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorised access, undesired disclosure and unauthorised change. If you have an idea that your data are not well protected nevertheless, or there are indications of misuse, please contact us via [info@hpstaal.nl](mailto:info@hpstaal.nl)