

## **Privacy policy Direct Financial Control**

Direct Financial Control respects the privacy of the people whose personal data it processes and guarantees their protection. Personal data is processed with the greatest possible care. Direct Financial Control complies with the legal requirements for the protection of personal data. Direct Financial Control will not sell your personal data to third parties.

This privacy policy only applies to the processing of personal data of natural person. Non-natural persons, including legal entity, do not have any personal data as referred to in this privacy policy and therefore cannot derive any rights from it. When the word "person" or "persons" appears in this privacy policy, it means or refers exclusively to a natural person or natural persons.

In this privacy policy, Direct Financial Control informs you about, among other things, whose personal data it processes, what personal data is processed, for what purposes, what rights you have and how you can exercise your rights.

### **Who is the controller and what are the contact details?**

The person responsible for processing is Direct Financial Control

Direct Financial Control

Reestein 5

2151 KB Nieuw Vennep

Direct Financial Control can be reached via e-mail address [info@directfinancialcontrol.nl](mailto:info@directfinancialcontrol.nl) or via telephone number 06-44412326.

### **From whom does Direct Financial Control process personal data?**

Direct Financial Control processes personal data of, among others, the following people:

- (potential) customers of Direct Financial Control;
- (potential) suppliers of Direct Financial Control;
- users of the contact form on the website;
- persons who in any way (in writing) contact Direct Financial Control and other persons whose personal data are processed by Direct Financial Control;
- visitors to the website;

### **What personal data does Direct Financial Control process?**

Direct Financial Control processes personal data that are (in)directly provided to it.

Personal data are data that (in)directly refer to a person and with which that person can

be identified. This includes, but is not limited to, your name, address and place of residence, telephone number and e-mail address.

### **On what basis does Direct Financial Control process personal data?**

Direct Financial Control processes your personal data on the basis of one or more of the following principles:

- The processing is necessary for the performance of the agreement between you and Direct Financial Control;
- Direct Financial Control has a statutory obligation to process your personal data;

### **For what purposes does Direct Financial Control use your personal data?**

Direct Financial Control processes your personal data for, among other things:

- keeping a customer database up to date;
- the execution of the agreement;
- complying with a legal obligation;
- making and maintaining contact;
- informing you of changes in the services of Direct Financial Control;
- analysing and improving the services of Direct Financial Control and conducting marketing research for Direct Financial Control.

Direct Financial Control may also process your personal data for other compatible purposes. These purposes depend on the purpose for which you have provided your personal data to Direct Financial Control.

### **Data processing agreement**

Direct Financial Control may instruct a third party to process your personal data on its behalf. A data processing agreement between Direct Financial Control and this third party is then mandatory. Direct Financial Control will ensure that these data processing agreement(s) are entered into and comply with the legal requirements.

### **Who are the recipients of personal data?**

Direct Financial Control may share your personal data internally. In addition, your personal data may be disclosed to third parties. However, your personal data will only be passed on to third parties if this is necessary for the execution of one of the purposes.

### **How long does Direct Financial Control retain your personal data?**

Direct Financial Control retains your personal data for as long as necessary for the purposes mentioned (in this privacy policy).

### **What rights do you have?**

#### Right of access by the data subject

You can request Direct Financial Control to access your personal data. You can also request Direct Financial Control to receive the information in this privacy policy. Upon receipt of your request, Direct Financial Control will provide you with a copy of your personal data. If you request other copies, Direct Financial Control may charge you a reasonable fee, based on the administrative costs.

#### Right to rectification

You can ask Direct Financial Control to rectify your incorrect personal data without delay. You can, for example, complete your incomplete personal data with a supplementary statement. The purposes set out in this privacy policy will be observed.

#### Right to erasure ("right to be forgotten")

You may request Direct Financial Control to erase your personal data without unreasonable delay. In addition, Direct Financial Control is obliged to erase your personal data without unreasonable delay, inter alia, in the event that you withdraw your consent to the processing of your personal data and there is no other legal basis for processing or if your personal data are no longer necessary for the purposes for which they were collected.

#### Right to restriction of processing

You have the right to limit the processing of your personal data. In that case, your personal data may no longer be processed (temporarily). You have this right if you dispute the accuracy of your personal data, if the processing is unlawful and you request limitation of the use of the data instead of deletion, if you need your personal data in connection with the institution, exercise or substantiation of a legal claim and Direct Financial Control no longer needs these personal data for processing purposes or if you have objected to the processing of your personal data.

If the processing of your personal data is restricted, Direct Financial Control may only store your personal data. Before the restriction is lifted, Direct Financial Control will inform you accordingly.

#### Right to data portability

You have the right to receive your personal data in a structured, common and machine-readable form, so that you can give them to another person responsible for processing them. If technically possible, you also have the right to have your personal data sent directly from Direct Financial Control to another controller.

### Right to object

You have the right to object to the processing of your personal data at any time. If you have objected, your personal data will no longer be used, unless there are compelling legitimate grounds for processing your personal data.

### Do you want to exercise any of your rights?

You can make a request for inspection, rectification, erasure, restriction or transfer of your personal data or make an objection by sending an e-mail with your request to: info@directfinancialcontrol.nl.

If your personal data have been rectified, erased or if their processing has been restricted, Direct Financial Control will inform the recipients of your personal data accordingly.

### **Would you like to withdraw your permission?**

You have the right to withdraw your consent to the processing of your personal data at any time. You can revoke your consent by sending an e-mail to Direct Financial Control at info@directfinancialcontrol.nl.

However, the withdrawal of your consent does not affect the lawfulness of the processing of your personal data on the basis of your consent to your withdrawal.

### **Filing a complaint**

The Dutch Data Protection Authority (Dutch DPA, "Autoriteit Persoonsgegevens") handles complaints about compliance with legal requirements concerning the protection of personal data. You have the right to lodge a complaint with the Dutch Data Protection Authority.

### **Cookies**

The website of Direct Financial Control uses cookies and similar techniques. By using cookies, personal data of the visitors to the website may be collected. Functional, analytical and tracking cookies may be used. If Direct Financial Control is required by law to do so, you will be informed separately of the use of cookies or you will be asked for permission to use them.

### **Changes**

Direct Financial Control may amend this privacy policy. This may be necessary, for example, due to changes in legislation and/or regulations, but also when something changes in the use of the personal data for other reasons. You can consult the privacy policy on the website of Direct Financial Control so that you are aware of the changes.