

Griekspoor is responsible for the processing of personal data as explained in this privacy statement.

This statement applies to:

Gebr. Griekspoor bv, Griekspoor Vlamspuittechniek bv and F&R Nieuw-Vennep Holding bv, hereafter referred to as Griekspoor, registered at the Chamber of Commerce in Amsterdam with registration numbers 34069563, 34286655, and 34081013 respectively.

Address: Vennepweg 905, 2152 MD Nieuw-Vennep, The Netherlands.

Telephone number: 0031 (0) 252-672614.

Causes

Griekspoor is closely guided by the careful handling with personal data. This privacy statement explains how personal data is collected, why this data is collected and how it is used.

Furthermore all rights regarding this data and how these rights can be made use of.

Personal data processed by Griekspoor

Personal data that is processed by Griekspoor:

- contact data of (potential) clients
- contact data of (potential) suppliers of products and services
- website visitors

An overview of the personal data that is processed, as far as these have been handed to Griekspoor, can be found below including their retention periods.

Personal data	Retention period
- First and last name	Minimum of 2 years after last contact
- Gender	Minimum of 2 years after last contact
- Address	Minimum of 2 years after last contact
- Telephone number	Minimum of 2 years after last contact
- E-mailaddress	Minimum of 2 years after last contact
- Work location	Minimum of 2 years after last contact
- Bank account number	Minimum of 7 years after last contact because of fiscal safe-keeping obligation
- SSN (as mandated by "Wet Ketenaansprakelijkheid"; legal obligation)	Minimum of 7 years after last contact because of fiscal safe-keeping obligation
- Other personal data actively handed to Griekspoor	Minimum of 2 years after last contact

Griekspoor does not retain personal data longer than strictly necessary to realize its goals, unless legal obligations require longer retention. Regarding accounting, e.g. credit and debit administration and sales and supplies, Griekspoor is legally obliged to keep these data for at least 7 years as required by Dutch tax authorities.

Grounds and purposes

Griekspoor processes personal data for the following purposes and grounds:

Purpose of processing	Grounds of processing
- Providing and carrying out of services	Carrying out contract
- Being able to call or e-mail contacts when required to carry out our services	Carrying out contract
- Processing payments	Carrying out contract
- Submitting Griekspoor newsletter	Carrying out contract with existing customers, justified interest (marketing significance) with potential customers
- Accounting as required by Dutch tax authorities	Legal obligation

Sharing personal data with third parties

When necessary for the carrying out of a contract Griekspoor will share personal data with third parties in certain cases. This may occur when hiring subcontractors and temporary work-force. When this happens the concerned parties are be notified.

Agreements are made with companies that process personal data ordered by Griekspoor to ensure a similar level of confidentiality and security regarding personal data. Where applicable Griekspoor has made processing agreements with third parties.

Personal data is only shared when legally required, e.g. registration of an SSN as required by Dutch law in the “Wet Ketenaansprakelijkheid”.

Cookies

Griekspoor only uses technical and functional cookies. A cookie is a small text file that is stored on a computer, smart phone, tablet, etc. when visiting a website for the first time. The cookies Griekspoor applies are necessary for the correct functioning of the website and for ease of use. The cookies ensure the website works correctly and they save personal website settings. Opting out of cookies can be done by configuring the used web browser to not save cookies. Also all previously stored data can be deleted from the browser.

Social media

The Griekspoor websites employs social media buttons, e.g. Facebook, Twitter, and LinkedIn, that can be used to share messages. The use of social media is the user’s responsibility, not that of Griekspoor. Most social media use cookies and are subject to EU-US Privacy Shield. Users of the Griekspoor website may read the privacy statements of the social media channel to ascertain how the user’s data is processed by the social media channel.

Privacy Griekspoor employees

Griekspoor feels strongly about privacy. All employees have signed nondisclosure agreements to safeguard company data. Only employees who have to have access to personal data on account of their employment are allowed to process this data.