

Alrena BV Privacy Statement

Alrena B.V., registered at Zandhuisweg 36a, 7665 SH Albergen, is responsible for the processing of personal data, as described in this privacy statement.

We treat the data we obtain as confidential. The data are processed in accordance with the requirements of the General Data Protection Regulation (GDPR). In this privacy statement, we explain how we handle your personal data. If you have any questions about this, please contact us via info@Alrena.nl

Use of personal data

We process your personal data because you make use of our website or products, or because you have provided us with these data yourself. A list of the personal data that we may process is presented below.

- Name and address details
- Telephone number
- Invoicing address
- E-mail address
- Data concerning passport, driving licence or other identity document (we sometimes ask for a copy of an identity document)
- Payment details
- Gender
- Position
- Bank account number
- Job application data
- Images from surveillance cameras
- Information that you enter yourself in an open entry field, such as a subject or a question or comment in the contact form

The purposes for which Alrena processes personal data

We process the above data for one or more of the following purposes (depending partly on which services or functionalities you use):

- In order to handle your request after you have requested a product
- In order to deliver a product that you have purchased
- In order to settle your payment after you have purchased a product
- In order to be able to call or e-mail you if this is necessary in order to deliver a product
- In order to inform you about (changes to) products that you have purchased previously
- To send newsletters for which you have registered
- To communicate with you by sending electronic newsletters
- To answer your queries or handle complaints via social media, e-mail, post or by telephone
- To increase the safety of employees and visitors
- To prevent damage, theft and other undesirable behavior
- In order to improve the Alrena website
- In order to improve the (internal) Alrena app
- In order to process your job application
- In order to inform customers of the right contact persons
- In order to be able to conduct personnel and payroll administration

We never use your data for other purposes without your consent.

How Alrena stores personal data

Personal data may not be kept for longer than is necessary. The term for storing data depends on the purpose for which we received or collected the data and on any statutory obligations to store data. If you have any questions about this, please contact us via info@alrena.nl.

Sharing personal data with third parties

Alrena shares your personal data with third parties if this is necessary for the execution of the contract or in order to comply with any statutory obligation.

How Alrena secures personal data

We take the protection of your data seriously and take appropriate measures to prevent abuse, loss, unauthorised access, unwanted disclosure and illegitimate changes to the data. If you nevertheless feel that your data are not properly secured or if there are indications of abuse, please contact us via info@alrena.nl. We have taken the following measures to secure your personal data:

- The servers and appliances of our employees are equipped with up-to-date security software such as a virus scanner and firewall.
- We only send your data via secure internet connections (TLS, previously SSL). You can see this by the address bar 'https' and the padlock icon.
- All Alrena employees with access to personal data are trained in handling your data with care.

Changes to this privacy statement

It is not inconceivable that our privacy policy will be expanded or changed in the near future. We therefore advise you to check this page regularly to see if any changes have been made. If these changes are of a very fundamental nature, we will ensure that they are communicated in a clear and conspicuous manner. Changes will be published on our website.

Inspecting and changing your data

You have the right to inspect, correct or delete your personal data. You also have the right to withdraw any consent for data processing or to make an objection to the processing of your personal data by Alrena and you have the right to data portability. You can contact us for this via info@alrena.nl.

In order to ensure that you have made the inspection request, we ask you to send a copy of your identity document with the request. In this copy, black out the photograph, MRZ (machine readable zone, the bar with numbers at the bottom of the passport), the passport number and the Citizen Service Number (BSN). This is to protect your own privacy. We will respond as soon as possible, and in any event within four weeks.

Entry into force

This (updated) privacy statement entered into force on 22 May 2018.