

# Privacy Statement

## Stud studentenuitzendbureau B.V.

Stud studentenuitzendbureau B.V., located at Mekelweg 3 te Delft, takes responsibility for the processing of personal data as represented in this privacy statement.

### Contact details

Website: [www.stud.nl](http://www.stud.nl)

Address: Mekelweg 3, 2628CC, Delft

Phone number: +31 (0)15 278 87 86

### Functionary Data Protection

Kees Keulemans is the Functionary Data Protection of Stud studentenuitzendbureau B.V. He is available via [kkeulemans@stud.nl](mailto:kkeulemans@stud.nl)

### Personal Data processed by us

As part of our service, Stud studentenuitzendbureau B.V. records your personal data. This is the case when you use our services or when you provide us personal information on your own initiative. In those cases

Below you'll find an overview of the personal data we process:

- First name and last name
- Gender
- Date of birth
- Place of birth
- Address details
- Phone number
- E-mailaddress
- Other personal data that you actively provide us with, for example by creating a profile on our website, in correspondence and by telephone
- General visiting data of our website
- Internet browser and device type
- Bank account number

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

Stud studentenuitzendbureau B.V. processes the following special and/or sensitive personal data:

- Civil service number (BSN)

## **For what purpose and on what basis we process personal data:**

Stud studentenuitzendbureau B.V. processes your personal data for the following purposes:

- Handling your payment
- Sending our newsletter and/or advertising brochure
- To call or email you if this is necessary to carry out our services
- To inform you about changes in our services and products
- To give you the opportunity to create an account
- To deliver goods and services to you
- Stud studentenuitzendbureau B.V. also processes personal data if we are legally obliged to do so, such as information we need for our tax return.

## **Automated decision-making**

Stud studentenuitzendbureau B.V. does decide on matters that can have (significant) consequences for people based on automated processing. This concerns decisions taken by computer programs or systems, without involving a person (for example, an employee of Stud studentenuitzendbureau B.V.). Stud studentenuitzendbureau uses the following computer programs or systems:

- Hubspot

With the use of Hubspot, we send emails with regard to job opportunities based on data entered by you in forms.

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

Stud studentenuitzendbureau B.V. does not sell your information to third parties and will only provide them if this is necessary for the execution of our agreement with you or to comply with a legal obligation. With companies that process your data in our assignment, we conclude a processor agreement to ensure the same level of security and confidentiality of your data. Stud studentenuitzendbureau B.V. remains responsible for these processing operations.

## **How long we store personal data**

Stud studentenuitzendbureau B.V. does not store your personal data longer than is strictly necessary to realize the purposes for which your data is collected. Stud employs at least the legally permitted/mandatory storage period. If you have specific questions about this, do not hesitate to contact us.

## **Cookies, or similar techniques, that we use**

Stud studentenuitzendbureau B.V. uses only technical and functional cookies. Besides that, we use analytical cookies that do not infringe your privacy. A cookie is a small tekst 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 operation of the website and your ease of use. They ensure that the website works properly and remember, for

example, your preferences. We can also optimize our website with this. You can opt out of cookies by setting your internet browser so that it does not store cookies anymore. In addition, you can also delete all information previously saved via the setting of your browser.

### **View, modify or delete data**

You have the right to view, correct or delete your personal data. You also have the right to withdraw your consent to the data processing or to object to the processing of your personal data by Stud studentenuitzendbureau B.V.. Besides, you have the right to data portability. This means that you can submit a request to us to end the personal information we hold to you or another organization mentioned by you in a computer file. You can send a request for access, correction, deletion, data transfer of your personal data or request of cancellation of your consent or objection to the processing of your personal data to [ahintzen@stud.nl](mailto:ahintzen@stud.nl).

To ensure that the request for access have been made by you, we ask you to send a copy of your ID with the request. 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 in this copy. This is to protect your privacy. We respond as quickly as possible, but within four weeks, to your request.

### **Any complaints**

Stud studentenuitzendbureau B.V. also wants to point out that you have the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link:

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

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

Stud studentenuitzendbureau B.V. takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you feel that your details are not properly secured or there are indications of abuse, please contact [ahintzen@stud.nl](mailto:ahintzen@stud.nl)