

Privacy Notice

Primaned Belgium

1. General Information

In the context of the new European legislation, General Data Protection Regulation (GDPR), we inform you of our policy regarding the processing of your personal data.

Your personal data may be processed by **Primaned Belgium**. We will always treat your personal data with the utmost care. Further on in this Privacy Notice, you will find the necessary information regarding the processing of your personal data.

If you have any questions or remarks regarding the processing of your personal data, you can contact our data controller:

Name: Van de Vonder

First name: Stijn

Address: Uitbreidingsstraat 84/3 – 2600 Berchem

E-mail: privacy@primaned.be

Tel: +32 3 218 21 35

You can also always contact the data protection authority via:

< commission@privacycommission.be >

2. Processing of personal data

We may process some of your personal data.

- This is always done in the context of your relationship with **Primaned Belgium**;
- We limit it to the data strictly necessary to provide a good service;
- We may share your data with third parties. This is always done in the context of our services;
- **Primaned Belgium** and any third parties will treat your personal data confidentially and with the utmost care.

2.1. Which personal data are processed:

As part of the relationship between you and **Primaned Belgium**, the following personal data may be processed:

- Personal identification data:
 - E.g. Name, First name, Address, phone number
- Financial identification data:
 - E.g. Account numbers
- Electronic identification data:
 - E.g. E-mail address
- Professional identification data:
 - E.g. Professional activity, current job, function,

If you are an employee of an organisation or company that has a contractual relationship with **Primaned Belgium** (e.g. supplier, customer, client, ...), we will process your business data (e.g. business e-mail address, business phone number, ...) and personal data (e.g. surname, first name, ...) in the context of the execution of this contractual relationship.

2.2. Purpose of the processing

Regarding the relationship between you and **Primaned Belgium** personal data may be processed for the following purposes:

- Customer administration/customer management
- Supplier administration/supplier management
- Accounting operations
- Dispute management
- Execution of agreements
- Public Relations
- Direct marketing

If you are an employee of an organisation or company that has a contractual relationship with **Primaned Belgium** (e.g. supplier, customer, client, ...), we may use your data in the context of the execution of this contractual relationship.

2.3. Duration of processing

Primaned Belgium will only retain your data for the period necessary for the purposes of achieving and fulfilling the objectives under 2.2, unless a longer retention period is required or justified by law or another legal obligation.

3. Transfer of your data to third parties

In certain cases, your personal data may be passed on to third parties. More specifically:

- To companies cooperating in the framework of activities linked to the work of **Primaned Belgium** (e.g. subcontractors, service providers, etc.);
- To competent authorities within the framework of legal and regulatory obligations.

4. Data subject's rights

Within the framework of the General Data Protection Regulation, you are granted a number of rights with regard to the processing of your personal data. These are:

- Right of access and copy of data
- Right of rectification of such data
- Right to have the data deleted (right to be forgotten)
- Right to limitation of processing
- Right to transferability of data

If you have any questions about or wish to exercise these rights, please contact our responsible for data control (S. Van de Vonder - privacy@primaned.be) or the Data Protection Authority (commission@privacycommission.be).

5. Contact details of the responsible for data control

If you have any questions regarding the processing of your personal data, the exercise of your rights as a party concerned or information about our privacy policy, please contact our responsible for data control. You will find his contact details below:

Responsible for Data control	
Name:	Stijn Van de Vonder
Function:	Director
Address:	Uitbreidingsstraat 84/3 – 2600 Berchem
E-mail:	privacy@primaned.be
Tel:	+32 3 218 21 35

6. Complaints

If you are dissatisfied with our way of dealing with your personal data, you may contact our responsible for data control (privacy@primaned.be) or the Data Protection Authority (commission@privacycommission.be).

7. Final term

We hope to have informed you sufficiently about the way in which we handle your personal data. If you have any questions about our privacy policy, exercising your rights or other personal data related matters, do not hesitate to contact us.

Primaned Belgium

Uitbreidingstraat 84/3 – 2600 Antwerpen-Berchem

info@primaned.be

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