

With your consent, we will handle your personal data in the following manner. If you contact us via the contact form or directly by telephone or e-mail to info@wigersmasikkema.com, we will adhere to the policy below:

Privacy Policy 1/2

# What personal information do we collect from the people who visit our website?

- Only when you contact us via our website may you be asked to enter your name, e-mail address or telephone number.

#### When do we collect information?

 We record information about you when you fill out a form, enter information on our site or give us feedback on our products and services.

## How do we use your information?

We may use the information we have registered about you to correspond with you about your:

- question,
- request,
- response to a vacancy,
- open application.

# How do we protect your information?

- We only offer articles and information on our website. We never ask for credit card numbers or other financial personal data on the website.
- We use malware scanning.
- Your personal data is located behind a secure network and can only be accessed by a limited number of persons with special access rights to such systems and are obliged to keep the information confidential. In addition, all information you provide is encrypted using Secure Socket Layer (SSL) technology.
- You cannot carry out transactions via our website.

#### How long do we keep your data?

- We keep your commercial data (product information, brochure requests, quotation requests and orders) in our archive for 25 years.
- We keep your data on job vacancies (job applications or open applications) in our archive for 5 years.

#### Do we use cookies?

- -We only use cookies for Google Analytics purposes.
- -You can choose to have your computer warn you each time a cookie is being sent, or you can choose to disable all cookies. You can do this through your browser settings. Please refer to your browser's Help menu to learn the correct way to adjust your cookie settings.
- -If you disable cookies, some features that make your site experience more efficient may not work properly. This will affect your site experience.

#### Disclosure to third parties

- Our relationship with our customers is strictly confidential.

## Third party links

- We offer third party products or services on our website. The suppliers have separate and independent privacy policies. We are therefore not responsible or liable for the content and activities of these linked sites. Nevertheless, we seek to protect the integrity of our site and welcome any feedback about these sites.



With your consent, we will handle your personal data in the following manner. If you contact us via the contact form or directly by telephone or e-mail to info@wigersmasikkema.com, we will adhere to the policy below:

Privacy Policy 2/2

## Google

-Google's advertising requirements can be summarized in Google's advertising principles. They are set up to provide users of the website with a positive experience.

https://support.google.com/adwordspolicy/answer/1316548?hl=en

- We have implemented the following: We use, together with external suppliers such as Google, first-party cookies (such as the Google Analytics cookies) and third-party cookies (such as the DoubleClick cookie) or other external identifiers to optimize and structure our website for your experience.

You can unsubscribe in the following way: Users can set preferences using the "Google Advertising" settings page. You can also unsubscribe by going to the unsubscribe option of the Network Advertising Initiative or by using the Google Analytics add-on.

## Contact about our privacy policy

- You will be notified of changes to the privacy policy via our Privacy Policy page on the website. Here you can view the recent privacy policy.
- You can notify us of personal changes, such as privacy changes, via e-mail info@wigersma- sikkema.com.

# How do we treat Do Not Track signals?

-We respect Do Not Track signals and do nothing with cookies or advertisements when a Do Not Track system is installed.

#### Do we allow behavioral persecution by third parties?

-We do not allow behavioral persecution by third parties.

## Fair information practices

 Should a data breach occur, we will inform you by e-mail within 7 working days about the consequences and measures to be taken.

We also agree with the individual rights within the General Data Protection Regulation (GDPR), which requires that individuals have the right to pursue legally enforceable rights against data collectors and data processors who do not abide by the law. This principle requires not only that individuals have enforceable rights against users of data, but also that individuals have recourse to the courts or public authorities to investigate and/or prosecute noncompliance by data processors.

## Consequences of failure to give consent

If you do not agree with the terms of our privacy policy, you cannot contact us via the website.

January 2020 **Piotr Skotnicki** Director Wigersma & Sikkema B.V.