

PRIVACY STATEMENT

Privacy Statement EP TALENT SEARCH

This document serves as the privacy statement for Mrs. E. Putz, who conducts business as EP Talent Search. EP Talent Search is registered with the Chamber of Commerce under the number 58358455 and is located at Sint Jorisplein 1E, 7061CN, in Terborg.

This document outlines the procedures EP Talent Search employs in managing your personal data. We take great care in processing your personal data with the highest regard for your privacy.

Acquisition of Personal Data

When utilising EP Talent Search's services, you may either directly provide us with personal data or it may be gathered in relation to the contractual agreement. 'Personal data' refers to any information about a identified or identifiable natural person.

Categories of Personal Data

EP Talent Search processes the following types of personal data:

1. Contact details, including name and address;
2. Geographic information, such as postcodes with house numbers;
3. Email addresses;
4. Corporate information;
5. Financial information;
6. Additional personal data you provide.

Purpose of Processing

EP Talent Search processes personal data with the objectives of:

1. Contacting you regarding the services you've engaged and their delivery;
2. Providing our services;
3. Enhancing our services;
4. Processing payments;
5. Adhering to legal requirements;
6. Conducting marketing and communication efforts;
7. Optimising the website by analysing visitor behavior;
8. Distributing newsletters;
9. Sharing data with third parties as necessary for service provision.

Legal Grounds for Processing

Personal data can be processed based on the following legal grounds: (i) a legal obligation, (ii) contract performance, (iii) explicit consent from the data subject, and (iv) legitimate interest. EP Talent Search processes only the personal data that is deemed essential by EP Coaching for enhancing services, ensuring that such data, which pertains to you and your interaction with the services, is managed with diligence and care. This processing is grounded in the contract established with EP Talent Search. Additionally, your personal data might be processed through website visits at www.epcoaching.nl, provided you have consented to this.

Necessity of Processing

The processing of your personal data is essential for service provision. Without this, EP Talent Search cannot fulfill its services completely. Where specific consent is needed for certain uses of personal data, you will be asked to provide it explicitly.

Automated Decision-Making

No decisions are made solely through automated processing.

Retention Period

EP Talent Search retains personal data in compliance with applicable laws and regulations. Should a longer retention period be mandated by law or regulations, data will be stored accordingly. All personal data is kept no longer than is strictly necessary.

Third-Party Processing

EP Talent Search shares personal data with third parties only when vital for fulfilling a contract or to meet legal requirements. No personal data is sold. Legal obligations may compel the sharing of personal data with third parties. In such instances, processing agreements will be established. Third parties that may receive personal data include:

1. Accountants, for executing contracts, involving contact details and financial data.
2. Software providers, for contract execution, involving geographic and contact details.
3. Website Administrators, for contract execution, involving geographic and contact details.

Data Security

EP Talent Search is committed to safeguarding your personal data, adopting suitable technical and organisational measures proportional to potential risks, considering the nature, extent, context, and purposes of processing.

Under 16?

If you are a minor, defined as being under 16 years of age, processing of your personal data requires consent from your parent or legal guardian. It is crucial for your parent(s) or guardian to read this notice. They may also exercise rights concerning your personal data, such as opposing processing or requesting access to and correction of your data.

Disclaimer

Your use of the website signifies agreement with our disclaimer. EP Talent Search may modify the website content or this disclaimer at any time without prior notice to clients or website users. Although the utmost care has been taken to ensure the accuracy of the website content, inaccuracies or omissions may occur.

EP Talent Search disclaims all liability for any damage incurred as a result of website use. Engagement with the website is at the user's own risk. No rights can be derived from the website content. All website text is copyright-protected and owned by EP Talent Search, unless otherwise attributed to third parties.

Cookie Statement

EP Talent Search enhances user experience by using technical and functional cookies, which are small text files that accompany a website visit. By law, we may store cookies on your device that are strictly necessary for the website's operation. We recommend accepting these cookies to maintain the website's user-friendliness. Our functional cookies, which do not compromise your privacy and therefore do not require explicit consent, include those that save your browser settings for optimal viewing and ensure the website's accessibility (load-balancing). Additionally, we employ no-follow cookies to prevent the placement of further cookies without your permission. Visitors have the option to check-in on the website regarding cookie use.

Use of Social Media

EP Talent Search integrates third-party cookies to optimise the website, including those set by services like Google Analytics and Social Media (LinkedIn). The use of third-party cookies is governed by the respective company's privacy and cookie policies. When you engage with Social Media buttons on our site, these platforms may recognise your IP address when you share content. For information on cookies from Social Media entities and the data they collect, please refer to their privacy and cookie statements.

Browser Settings

If you prefer not to have cookies placed on your device, you can modify your browser settings to reject cookies. You will be prompted for permission before a cookie is set, which, if denied, may affect website functionality. Browser settings can be adjusted to refuse all cookies, including third-party ones, and existing cookies can be deleted through your browser's preferences and privacy settings.

This privacy statement does not cover third-party websites linked from this website. We cannot vouch for the secure and reliable handling of your personal data by these third parties. It is advisable to read their privacy statements before use.

Rights of Data Subjects

As a data subject, you are entitled to the following rights:

1. **Right of access:** You can confirm whether your personal data is processed and, if so, access the data.
2. **Right to rectification:** You are entitled to correct or complete any inaccurate personal data.
3. **Right to erasure:** You have the right to have your personal data deleted without undue delay.
4. **Right to restriction of processing:** You may limit the processing of your personal data. Contact EP Talent Search for details.
5. **Right to data portability:** You can receive and transmit your personal data provided to EP Talent Search in a structured and machine-readable format.
6. **Right to object:** You may object to the processing of your personal data on grounds related to your particular situation. EP Talent Search will halt the processing of personal data unless it is justified by significant and legitimate reasons that take precedence over the interests,

rights, and freedoms of the individual, particularly for asserting, establishing, or defending legal claims.

Complaints

If you have a complaint about how EP Talent Search manages your personal data or wish to exercise any rights, contact us via the website or at info@eptalentsearch.com. To verify your identity, please send a copy of your ID with obscured passport photo and MRZ (machine-readable zone) for privacy protection. EP Talent Search will respond within four weeks. Complaints can also be lodged with the Dutch Data Protection Authority, the enforcement body, at this link: [Dutch Data Protection Authority Contact](#).

Changes to the Privacy Statement:

EP Talent Search may revise this privacy statement at any time, with the latest version available on the website. Keep informed of updates via our website. If updates affect the processing of data already collected about you, we will notify you by email.

This version was last updated on **17 November 2021**.