

POLICY TO COMPLY WITH REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL OF 27 APRIL 2016 ON THE PROTECTION OF NATURAL PERSONS WITH REGARD TO THE PROCESSING OF PERSONAL DATA AND ON THE FREE MOVEMENT OF SUCH DATA, AND REPEALING DIRECTIVE 95/46/EC (General Data Protection Regulation)

PRIVACY POLICY

Privacy is very important for us. We want to inform and respect our (potential) customers, suppliers and/or business partners to the maximum extent and give them control over what happens with their data. In this document you can find how we collect, store, use, communicate and dismiss your personal data.

We stress that, at all times, we try to handle in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC.

SCOPE

This Privacy Policy covers each visit to and each use of our website www.scaldis-ruien.com, and all (commercial) relations (and the eventual exchange of data resulting thereof) between Scaldis and our (potential) customers, suppliers and/or business partners

IDENTITY OF THE PROCESSOR OF THE DATA

Scaldis-Ruien NV, with registered office at 9690 Kluisbergen, Avelgemstraat 4 and registered at the “Kruispuntbank van Ondernemingen” as 0400.246.645 is responsible for the processing of your personal data.

Scaldis can be contacted :

by post : Scaldis-Ruien NV, Avelgemstraat 4, 9690 Kluisbergen

by phone : +32 55 388 412

by e-mail : info@scaldis-ruien.com

or via a contact form on the website.

With specific questions regarding our Privacy Policy or privacy practices you can contact us via e-mail : privacy@scaldis-ruien.com.

PERSOAL DATA

“Personal Data” means all information allowing to identify someone. This is including but not limited to : name, address, username, company, e-mail, phone and fax but also other information like business sector etc...

The type and amount of data that we store is depending on the context of your interaction with us, the way you contact us and the information you provide to us.

We may collect and process following personal data

- Data that you provide to us through an inquiry, order, webform or by visiting us at our office or at an exhibition or conference, via your business card or via every other way of contacting us (e.g. by phone, post, e-mail or other media).

Contact details can include :

- Name
- Surname
- E-mail address
- Phone numbers (fixed/mobile, ...)
- Fax number
- Personal address
- Company
- Business address
- Function and capacity

PURPOSE AND LEGAL BASIS

These data is collected for the purpose of prospection, customer and supplier management, the processing of orders and deliveries including offers, order forms and delivery notes, and in the context of finance, bookkeeping and invoicing. We may also use this information for marketing purposes.

The legal basis for the processing of this personal data is the (potential) execution of an agreement. Providing and processing this personal data is a necessary condition to contact you and eventually close an agreement. Without this personal data it is impossible for Scaldis to contact you and thus come to this agreement.

When these data are used internally, the legal basis for this processing is the legitimate interest in offering high-quality customer service and product support.

If this personal data is used for marketing purposes, the legal basis is either the legitimate interest of Scaldis to make publicity to existing customers for comparable products or services, or either the permission to receive marketing information given by you.

- Information provided via/by a job application : Curriculum Vitae

PURPOSE AND LEGAL BASIS

In order for us to process your application it is necessary that you provide us your personal data. Without this personal data Scaldis will not be able to process your application.

The legal basis for the processing of this personal data is the establishment and execution of an agreement, and the legitimate interest of Scaldis to control the capacities and personal characteristics of the applicant in the context of the vacancy.

If the Curriculum Vitae contains certain categories of personal data (citizenship, health information, juridical information, registration numbers, information relating to sexual behaviour, political preferences or ideas, membership of trade unions, ...) , the legal basis is the authorisation from you to process these data.

HOW DO WE COLLECT PERSONAL DATA

The personal data can be collected through :

- Inquiring for an offer
- Placing an order
- Submitting a webform through our website

- Providing us a business card
- Visiting us at our office or at an exhibition
- Every other way of contacting us (e.g. by phone, post, e-mail or other media)

PURPOSE OF THE PROCESSING OF PERSONAL DATA

Scaldis processes the personal data as mentioned above for the purpose of :

- Prospection, customer and supplier management
- General communication
- Processing of orders and deliveries including offers, order forms and delivery notes
- Finance, bookkeeping and invoicing
- Improving our products and services
- Marketing
- Job applications

In case Scaldis uses your personal data in the context of (direct) marketing you will always have the right to oppose and “opt out”.

Depending on the purpose, the legal basis for the processing can be :

- Your free permission
- The preparation or execution of an agreement
- To comply with legal obligations
- When we have a prevailing legitimate interest, in which case we strive for a balance between that interest and respecting your privacy

In case the legal basis for the processing is your free permission, you always have the right to withdraw that permission. This can be done via a simple request to Scaldis (contact details see IDENTITY OF THE PROCESSOR OF THE DATA).

We collect and process your personal data only to accomplish our targets as described above, unless we receive your unambiguous and free permission to use your personal data for other purposes, or unless the processing is necessary to comply with an obligation imposed by a regulation, a law, a decree or a decision.

STORAGE PERIOD

Unless a longer storage may be required or justified (i) by complying with a limitation or expiry period provided for by law (ii) by complying with another legal obligation, your data will not be kept for longer than necessary for the purposes for which the data was collected, as described in this Privacy Policy (see PURPOSE OF THE PROCESSING OF PERSONAL DATA).

TO WHOM DO WE DISCLOSE PERSONAL DATA

Personal data will only be shared in accordance with this Privacy Policy :

- Within Scaldis where there is a need to do so for the purposes set forth in this Privacy Policy.
- With the person concerned.
- With our service providers that provide services for us like social secretariat, IT/ERP-management, health control, ... who are acting exclusively on behalf of Scaldis and with whom Scaldis has clear agreements regarding the quality of the data processing in accordance with the obligations imposed by the relevant privacy legislation. These service providers can only use the data for the purposes as determined by Scaldis and in accordance with this Privacy Policy.

Notwithstanding the foregoing, it is possible that Scaldis must disclose your personal data :

- To the competent authorities (i) when Scaldis is obliged to do so under the law or in the context of legal proceedings and (ii) for the protection and defence of our rights.
- When Scaldis or virtually all of its assets are taken over by a third party, in which case your personal data will be one of the transferred assets.

EXERCISE YOUR RIGHTS

As a person concerned, you have a number of rights that you can exercise in relation to Scaldis. If you wish to exercise one of these rights, please contact us via the contact details described in this Privacy Policy (see IDENTITY OF THE PROCESSOR OF THE DATA)

Following are your rights :

- Right of inspection, no later than one month after receipt of the request
- Right of adjustment or rectification of wrong data
- Right to objection
- Right to transfer your data
- Right to be deleted
- Right to restriction

In principle, you can exercise these rights free of charge. For this you must send a request with a copy of your identity card to us, this to prevent any unauthorized disclosure of your personal data.

If your request is manifestly unfounded or excessive, we can charge you a reasonable fee for the administrative costs associated with your request or we can refuse your request. Moreover, you can exercise these rights only once every six months.

In any case, we will always inform you of the follow-up given to your request within a period of one month at the latest.

TRANSFER TO THIRD COUNTRIES

Any transfer of personal data outside the European Economic Area (EEA) to a recipient who has his domicile or registered office in a country that is not covered by an Adequacy Decision, issued by the European Commission, will be governed by provisions of a transfer agreement, which (i) will contain standard contractual clauses as defined in the European Commission Decision of 5 February 2010 (Decision 2010/87/EU); or (ii) is based on any other mechanism under the privacy laws or any other regulations concerning the processing of personal data.

COMPLAINTS

If you disagree with the way Scaldis collects, uses and / or processes your personal data, you can of course contact us.

You also have the possibility to submit a complaint to the supervisory authority, which you can contact via :

Gegevensbeschermingsautoriteit
Drukpersstraat 35 1000 BRUSSEL
Tel: +32 (0)2 274 48 00
Fax: +32 (0)2 274 48 35
E-mail: commission@privacycommission.be

STAY INFORMED

Scaldis may change this Privacy Policy from time to time, for example as a result of market evolutions and new processing activities. We therefore invite you to always consult the latest version of this policy on our website. Of course, we will inform you in advance via our website or other current communication channels of any change in content and we ask you when the law requires your prior permission for our (new) processing activities.