

MAYCROFT's PRIVACY POLICY

Preamble

Maycroft Consultancy B.V. (hereinafter; 'Maycroft' or 'we') is registered at the Dutch Chamber of Commerce KVK under the number: 33287617.

Maycroft informs you within the scope of this data protection declaration about how we process your personal data, with special attention to the processing of personal data according to the general data protection regulation EU 2016/679 ("GDPR") and the applicable national data protection laws. Maycroft will act as the Data Controller under GDPR>

The use of our website www.maycroft.com is generally possible without providing personal information. The collection of any personal data (such as name, address or e-mail address) is regarded, as far as possible, as being strictly voluntary. By visiting our website you accept our privacy policy.

We will never pass on your personal information to a third party without express consent.

We point out that data transmission over the internet (e.g. when communicating by e-mail) does contain security gaps. Complete protection of data against unauthorized access by third parties is not possible.

Maycroft may change this policy from time to time by updating this document. You should check this page from time to time to ensure that you agree with changes.

Data collection

We require your personal information to understand your needs and provide you with more service, and in particular for the following reasons:

- Internal record keeping.
- Use the information to improve our products and services.
- Use the information to improve our website.
- With your consent we will send you from time to time emails regarding our products and services.

The sources of where we collect your personal data

- **Newsletter subscription**

Maycroft gives you the opportunity to subscribe to our newsletter. If you sign up to the newsletter (by a newsletter subscription form), you give Maycroft permission to store the data you provided making possible to keep you up to date with Maycroft's activities, news and /or developments. Maycroft offers you always an option to unsubscribe and we will keep your contact details until you unsubscribe.

- **Subscription form**

To be able to invite you to events (courses and seminars), we record the title, first name, surname, e-mail address, company and participation in the event. By filling in an event subscription form you will give Maycroft permission to store the data you provided making Maycroft possible to arrange all the documents necessary for event, for the billing procedure and allowing the communication between Maycroft and you as customer/student.

- **Publicly available sources**

We use the following public sources:

- LinkedIn
- Other internet sites with publicly available information.

Deletion and blocking of personal data

Maycroft adhere to the principles of data avoidance and data economy. We only store your personal data for as long as necessary to achieve the aforementioned purposes or as provided for by the various storage periods provided for by law. After the respective purpose or expiry of the statutory retention periods the personal data will be blocked or deleted in accordance with the statutory provisions and state of the art technology.

Your rights on the personal data stored by us

By law, you have rights when it comes to your personal data. Further advice about your rights can be obtained from the data protection regulator in your country. You have the right to object to the processing of your personal data at any time. If you object, we will no longer process your personal data. Upon request Maycroft may grant you with access to your personal information. Maycroft offers visitors the opportunity to correct any inaccurate data or remove it. Should you wish to access your personal information, then please send us an email (contact@maycroft.com).

We have a period of four weeks to process your objection. As a person affected by the processing of your data, you have the following individual rights:

- Right to correct and, if necessary, supplement your personal data processed by us
- Right to transparent information about the handling of your personal data processed by us
- Right to information about your personal data processed by us
- Right of blocking or deletion and the right to be forgotten
- Right to limitation of processing
- Right to data transferability
- Right of objection
- Right to revoke consent already given with future effect
- Right of appeal to the competent supervisory authority for data protection

If our processing of your personal data is based on your consent, you also have the right to revoke your consent without affecting the legality of our processing on the basis of your consent before its revocation.

Data Protection Authority (DPA)

Maycroft will be governed by the Dutch Data Protection Authority; Autoriteit Persoonsgegevens (<https://autoriteitpersoonsgegevens.nl>). The DPA monitors the compliance with acts that regulate the use of personal data.

Changes to the data protection regulations

We reserve the right to adapt this data protection declaration if necessary so that it always complies with current legal requirements or to implement changes to our services in the data protection declaration, e.g. when introducing new services. The updated privacy policy will be published on our website. Subject to existing legislation, all changes will come into force as soon as the updated privacy statement is published. If we are subject to a legal obligation to provide information, we will also inform you of any material changes to our data protection declaration

Validity

This data protection declaration continues to apply indefinitely from its publication. The validity of this data protection declaration is cancelled by the announcement of a subsequent data protection declaration.

Announced on: 22 May 2018