

# Privacy Statement Aurai Data Training & Consultancy B.V.

We (Aurai Data Training & Consultancy B.V.) are convinced that protecting the privacy of our clients and website visitors is paramount. Thus, we find it important to ensure that our services are personal, involved and open. We are therefore constantly looking for ways to improve our services and tailor them to your personal needs as much as possible. This includes the careful handling of personal data.

We therefore process and secure personal data with great care. In doing so, we comply with the applicable laws and regulations relating to the protection of personal data.

## 1. Recording and processing personal data

We collect the following personal data that you make known to us directly or indirectly, for example when purchasing services, creating and using an account, visiting our websites, registering for a newsletter or within the context of the job application process.

**Name and contact details:** we will use your name, job details and contact details, such as address, telephone number and email address, to communicate with you about the performance of the services agreed upon and the delivery of products. In doing so, we take into account your preferences, specified interests and fields of expertise.

**Payment details:** we will use your payment details, such as bank account number and credit card details, to process payments (insofar as this applies within the context of the agreement concluded with you).

**Job application details:** we will use any job application details submitted, such as resume details, for the job application process. We will only make your resume details available to third parties with your consent. You can limit the accessibility of your resume, in whole or in part, at all times. Think carefully about what information you include in your resume when it is made available to third parties.

**Visitor data:** our website keeps track of visitor data, such as the pages most requested by a website visitor. The purpose of this is to optimise the design of the website. Such data is also used for research and analysis purposes, with the aim of improving the customer's experience on our websites. This information can also be used to place information relevant to you on the pages you visit, e.g., specific messages within your fields of interest or offers from advertisers. In this way, the service to you can be further optimised. In addition, the information is used to inform you about interesting offers regarding products and/or services of Aurai Data Training & Consultancy B.V..

We typically retain your personal data for 3 years, or up to 3 years after termination of the Agreement. If we deem it necessary due to special circumstances, we may retain the personal data for a longer period, such as within the context of a legal procedure or under the terms of a legal obligation. You can contact our customer service (Weteringschans 98, 1017 XS, Amsterdam) if you:

- request access to the personal data we have collected from you;
- request rectification, removal or blocking of your personal data;
- object to the use of your personal data;
- wish to submit a complaint about the processing and/or use of your personal details.

## 2. Sharing of personal data

We may share the personal data with the following recipients:

**Service providers:** we share the personal data with the service providers we have engaged, in order to enable them to carry out their work for us correctly and efficiently.

**Government bodies:** at the request of government bodies, we will provide them with the personal data, all in accordance with the law.

## 3. Security of personal data

We use security procedures, e.g. to prevent unauthorised persons from gaining access to these data or to prevent personal data from being lost.

## 4. Cookies

In offering our services, we make use of cookies. A cookie is a small text file that is placed on the hard drive of your computer when you visit the website. A cookie contains data, so that



you can be recognised as a former visitor each time you visit the website. It is then possible to adjust the website especially for you and/or to make it easier for you to log in.

You can always disable cookies in your browser, without this having far-reaching consequences for the use of the website. The consequence may be, however, that certain parts are less or no longer accessible to you.

Amongst other things, we use cookies for web analysis services (such as Google Analytics). These cookies give us insight into the visits to our websites by providing information about numbers of visitors, popular pages and topics. This enables us to better align our communications and information provision to the needs of website visitors.

We also use functional cookies, such as session and log in-cookies, to keep track of session and login information. And also, cookies of social networks such as LinkedIn, Facebook and Twitter. The latter cookies only apply if you use the services in question, and make it possible to link or tweet messages. We retain these data for 3 years.

#### 5. Links to other websites

The websites of Aurai Data Training & Consultancy may display links to external websites and organisations. Aurai Data Training & Consultancy B.V. does not accept any responsibility with regard to the use of your data by these organisations. Please read the privacy statement of the websites you visit.

#### 6. Changes

Aurai Data Training & Consultancy B.V. reserves the right to make changes to the privacy statement. Therefore, please check the privacy statement regularly for an update of the privacy policy.

#### Questions

If you have any questions about the privacy statement, please contact:

Aurai Data Training & Consultancy B.V.

Weteringschans 98

1017 XS, Amsterdam

