

PRIVACY STATEMENT

©Lance ICT 2020 (all rights reserved). <u>www.lanceict.com</u>



Privacy statement in the context of the GDPR

This General Data Protection Regulation concerns privacy and personal data, the protection of natural persons in the processing of personal data. It thus concerns the collection of data from people, the processing and storage thereof.

Lance ICT Group consists of three legal entities, all three of which are involved in the GDPR in different ways. Lance Holding BV owns the shares of Lance Automatiseringen BV, a trading firm, and Lance Informatie Technologie BV, a personnel firm. The trading company deals with the personnel data of customers, albeit to a very limited extent, while Lance Information Technology only manages the personal data of its own and to a very limited extent of hired personnel. Since Lance Information Technology develops software, it also has to deal with setting up software for recording user data in this way. It is true that the personnel employed by the company that uses this software apply here, but it should be clear that the development of software must take into account the GDPR in order to collect only those personal data that are absolutely necessary for the specific use by the person concerned of the software application supplied by Lance ICT Group. And that of course also applies to the collecting, processing and storage of this data. These last elements are also part of the basis of the GDPR and are often included in joint contracts.

From whom does Lance Holding BV process personal data?

Since the sole task of Lance Holding BV is to manage the shares of Lance Automatiseerders BV and Lance Informatie Technologie BV, Lance Holding BV does not manage any personal data other than that of the owner or owners of the shares concerned. This also concerns the director, who manages the holding on behalf of the shareholder(s).

Which personal data does Lance Holding BV process?

This concerns the name, address, telephone number and email address of the director/shareholder(s).

Why does Lance Holding BV process personal data?

Because shares of Lance Automatiseerders BV and / or Lance Informatie Technologie BV can change hands, it is important that these addresses are regularly updated.

How does Lance Holding BV process personal data?

Lance Holding BV processes the personal data in its own digital administrative system, these changes in the personal data are simultaneously digitally shared with the Chamber of Commerce.

How long are the personal data kept?

This personal data is kept as long as the person or persons own shares. When ownership has passed to a new person, all personal data of the former owner will be deleted.

What rights does the owner of the personal data have?

He has the right to view, change, correct, supplement, have them deleted, to restrict processing and to transfer the data.

From whom does Lance Automatiseerders BV process personal data?

Lance Automatiseerders BV registers data of the customers to whom it has supplied the software applications. These contacts are from the Purchasing department, from the Finance department and from the IT department.

Which personal data does Lance Automatiseerders BV process?

This concerns the name, address, telephone number and email address of the contact persons of the Purchasing, Finance and ICT department.

Why does Lance Automatiseerders BV process personal data?

The contacts surrounding a software sales process mainly concern those departments that are closely involved in the quotation, purchase, implementation and maintenance process. Regular changes come in and an update is therefore required each time.

How does Lance Automatiseerders BV process the personal data?

Lance Automatiseerders BV processes the personal data in its own digital administrative system. These changes to the personal data are shared with Lance Informatie Technologie BV, insofar as this is relevant.

How long are the personal data kept?

This personal data is kept for as long as the person or persons can act on behalf of their departments. This means that they are immediately deleted by the customer's department and replaced by the successor.

What rights does the owner of the personal data have?

He has the right to view, change, correct, supplement, have them deleted, to restrict processing and to transfer the data.

From whom does Lance Informatie Technologie BV process personal data?

Lance Informatie Technologie BV only registers data of its own personnel and of personnel that are hired. The helpdesk predominantly uses telephone and video contact from users of the software for requests for assistance.

Which personal data does Lance Informatie Technologie BV process?

This concerns the name, address, telephone number and email address of the contact persons of the permanent employees of this legal entity and of the hired software developers.

Why does Lance Informatie Technologie BV process personal data?

The personal data processed by this legal entity is determined by the National Government and has to do with the required data in connection with tax and social legislation. It is also important for the employer to have the email address of employees and service providers in addition to the telephone number.

How does Lance Informatie Technologie BV process personal data?

Lance Informatie Technologie BV processes the personal data in its own digital administrative system and shares it with the accountant, who also provides the annual accounts.

How long are the personal data kept?

These personal data are kept as long as the person or persons are employed by or hired by the legal entity. This means that they are removed from the administration when the employment is terminated.

What rights does the owner of the personal data have?

He has the right to view, change, correct, supplement, delete, restrict processing and transfer data.

Who can I contact with a question or complaint about the privacy statement of Lance Holding BV, Lance Automatiseerders BV and Lance Informatie Technologie BV?

For questions or complaints about the processing of personal data, please contact the legal entity where you are employed or the legal entity that hired you. If you have not adequately resolved any complaint by the relevant legal entity, you have the right to submit the complaint to the Dutch Data Protection Authority.

Change of privacy policy

Lance Holding BV, Lance Automatiseerders BV and Lance Informatie Technologie BV reserve the right to make changes to this privacy policy, on the understanding that changes will not infringe the General Data Protection Regulation. To consult this privacy policy, you are referred to the website of Lance ICT Group www.lanceict.com, so that you are always aware of the current version.