

Privacy Policy - Customers & Prospects

TESM is committed to the protection of your personal data. In this Privacy Policy, we wish to provide clear and transparent information about how we handle personal data.

We do everything to ensure your privacy and therefore handle your personal data with care. TESH abides by the applicable legislation and regulations in all cases, including the General Data Protection Regulation. This implies, among other things, that we:

- Process your personal data in accordance with the purpose for which they were provided; these purposes and types of personal data are described in this Privacy Policy;
- Limit the processing of your personal data to only those data that are minimally necessary for the purposes for which they are processed;
- Ask for your explicit consent if we require it for processing your personal data;
- Have taken appropriate technical and organisational measures so that the security of your personal data is guaranteed;
- Do not pass on personal data to other parties, unless this is necessary for the execution of the purposes for which they were provided;
- Know and respect your rights regarding your personal data.

At TESH, we are responsible for the processing of your personal data. If you have any questions after reading our Privacy Policy, or in a more general sense, or if you wish to contact us, you can do so via the contact details at the bottom of this document.

Processing of personal data of customers

Personal data of customers or suppliers are processed by TЕСM for the following purposes:

- Administrative purpose;
- Communication about the assignment and/or invitations;
- Executing the order.

The basis for this personal data is:

- The agreed order;

For the above purposes, TЕСM may request the following personal information from you:

- First name;
- Middle name;
- Surname;
- Professional telephone number;
- Professional email address;

TESM will store your personal data for the above-mentioned processing for the period:

- During the term of the agreement and then only in the financial administration for up to 7 years.

Processing of personal data of prospect or interested parties

Personal data of prospects or interested parties are processed by TЕСM for the following purposes:

- Client acquisition
- Information about our services
- Possibility of submitting an offer

The basis for this personal data is:

- Verbal or written consent.

For the above purpose(s), TЕСM may request the following personal information from you:

- First name;
- Middle name;

- Surname;
- (Professional) Telephone number;
- (Professional) email address.

TESM will store your personal data for the above-mentioned processing for the period:

- During the term that one is considered a prospect or interested party.

Provision to third parties

The data you give us will not be passed on to third parties without your express consent. Provided it is required and permitted by law.

Within the EU

We do not provide personal data to parties based outside the EU.

Minors

We only process personal data of minors (persons under 16 years of age) if written consent has been provided by the parent, guardian or legal representative.

Storage period

TESM will not store personal data longer than necessary for the purpose for which they were provided or as required by law.

Security

We have taken appropriate technical and organisational measures to protect your personal data from unlawful processing, including the following measures;

- All persons who have access to your information on behalf of TESM are obliged to respect confidentiality.
- We apply a username and password policy on all our systems;
- We generate back-up copies of the personal data to restore them in the event of physical or technical incidents;
- We regularly test and evaluate our measures;

- Our employees are informed about the importance of protecting personal data.

Rights regarding your data

You have the right to inspect, correct or delete the personal data we have received from you. You can also object to the processing of your personal data (or part thereof) by us or one of our processors. You also have the right to have the data you have provided us with transferred to yourself or on your behalf directly to another party. We may ask you to identify yourself before we can comply with the aforementioned requests.

Should we process your personal data on the basis of permission granted by you, you always have the right to withdraw this permission.

Complaints

If you have a complaint about the processing of your personal data, please contact us immediately. We do our utmost to ensure correct processing of your data. If we are unable to resolve the matter with you, you always have the right to submit a complaint to the Dutch Data Protection Authority.

Questions

If you have any questions or comments concerning our Privacy Statement, please get in touch with us!

Contact details

Technical Equipment Service Maasdijk

Honderdland 220

2676 LV Maasdijk

+31 (0) 174 - 525176

tesm@tesm.nl