Privacy Statement

Sustainable Houses BV, located at Braceletstraat 4, 1336 TL Almere, the Netherlands is responsible for the processing of personal data as shown in this privacy statement.

Contact details:

https://www.sustainable-houses.nl Braceletstraat 4 1336 TL Almere The Netherlands +31 6 14 34 60 10

Robert Hemmen is the Data Protection Officer of Sustainable Houses BV. He can be reached via <u>robert.hemmen@sustainable-houses.nl</u>.

Personal data that we process

Sustainable Houses BV processes your personal data because you use our service and / or because you provide this information to us yourself.

Below you will find an overview of the personal data that we process:

- First and last name
- Date of birth
- Birthplace
- Address data
- Phone number
- E-mail address
- Location data
- List of customer contact details via an app

Special and / or sensitive personal data that we process

Our website and / or service does not intend to collect data about website visitors who are under the age of 16. Unless they have permission from their parents or guardian. We cannot check whether a visitor is older than 16. We therefore advise parents to be involved in the online activities of their children, so as to avoid data about children collected without parental consent. If you are convinced that we are without that consent to have collected personal information about a minor, please get in touch contact us via <u>robert.hemmen@sustainable-houses.nl</u> and we will remove this information.

For what purpose and on what basis we process personal data

Sustainable Houses BV processes your personal data for the following purposes:

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- Sending our newsletter and / or advertising brochure.
- To be able to call or e-mail you if necessary, to perform our services.
- To inform you about changes to our services and products.

• To deliver goods and services to you.

Automated decision-making software makes [yes / no] decisions based on automated processing on matters that can have (significant) consequences for people. These are decisions taken by computer programs or systems, without involvement of an employee of Sustainable Houses BV.

How long do we keep personal data?

Sustainable Houses BV does not store your personal data longer than is strictly necessary to realize for which your data is collected. We use the following (categories) of personal data:

(Category) Personal data

Personal details

Name - Retention period: Assignment duration: Reason: Communication.
Address - Retention period: Assignment duration: Reason: Communication.
E-mail - Retention period: Assignment duration: Reason: Communication.
Phone - Retention period: Assignment duration: Reason: Communication.

Sharing of personal data with third parties

Sustainable Houses BV shares your personal data with various third parties if this is necessary is to execute the agreement and to comply with any legal obligation. With companies that process your data on our behalf, we conclude a processing agreement to ensure the same level of security and confidentiality of your data. Sustainable Houses BV remains responsible for these processing operations. In addition, Sustainable Houses BV could provide your personal data to other third parties. We only do this with your explicit permission.

Privacy Statement

Sustainable Houses BV only uses technical and functional cookies. And analytical cookies that do not infringe your privacy. A cookie is a small text file that comes with a first visit to a website and is stored on your computer, tablet or smartphone. The cookies that we use are necessary for the technical operation of a website and your ease of use. They ensure that a website works properly and remember your preferred settings. We can also optimize our website with this. You can unsubscribe for cookies by setting your internet browser in such a way that it no longer stores cookies. There you can also delete all information previously saved via your browser settings.

View, modify or delete data

You have the right to view, correct or delete your personal data. You can do this yourself via the personal settings of your account. You also have the right to withdraw any consent to the data processing or to object to the processing of your personal data by our company and you have the right to data transfer portability. This means that you can submit a request to us for the personal data that we have from you in a computer or someone else named by your organization.

If you want to use your right to object and/or right to data portability, or if you have other questions/ comments about data processing, please send a specified message to this effect

robert.hemmen@sustainable-houses.nl. To ensure that the request for access has been made by you, we ask you for a copy of your ID with the request. Make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), and passport number black. This is to protect your privacy. Sustainable Houses BV will respond to your request as soon as possible, but in any case, within four weeks. Sustainable Houses BV would also like to point out that you have the opportunity to file a complaint to submit to the national supervisory authority, the done Dutch Data Protection Authority. This can be via the following link: https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons

How we secure personal data

Sustainable Houses BV takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unlawful change. If you feel that your data is not properly secured or there are indications of abuse, please contact our customer service or via <u>robert.hemmen@sustainable-houses.nl.</u>