

Koot Metals B.V., located at Rondgang 17, 5311 PB Gameren in the Netherlands, is responsible for the processing of personal data as described in this privacy statement.

Contact details:

Koot Metals B.V.

Rondgang 17

5311 PB Gameren

The Netherlands

Tel. +31 (0)418 597410

www.kootmetals.nl

Personal data we process

We respect your privacy and ensure that any personal information you provide to us is treated confidentially. The processing of personal data is carried out in accordance with the requirements set out in the GDPR (General Data Protection Regulation). This privacy statement explains how Koot Metals handles your data.

We process your personal data on the following legal grounds:

1. The processing is necessary for the performance of a contract to which you are a party, or to take measures at your request prior to entering into a contract.
2. You have given consent for the processing of your personal data for one or more specific purposes.

Purpose of processing personal data

We process your personal data for the following purposes:

- To correspond with you about quotations, orders, and related matters.
- To be able to call or email you if necessary to carry out our services.
- To inform you about changes to our services and products.
- To deliver goods and services to you.
- To process payments with you.

Below is an overview of the personal data we process:

- First and last name
- Gender
- Telephone number
- Email address
- Your position
- Date of birth

Automated decision-making

We do not make decisions based solely on automated processing that could have significant consequences for individuals. This refers to decisions made by computer programmes or systems without human involvement (for example, an employee of Koot Metals).

Retention periods for personal data

We retain your personal data for as long as necessary to provide proper services. In addition, we keep your personal data for as long as we deem relevant in the context of our services. The above retention periods apply unless Koot Metals is required by law to retain personal data for a longer period.

Sharing personal data with third parties

We do not share personal data with third parties except where required by law, at your request, or with processors who carry out certain tasks on behalf of Koot Metals.

Cookies or similar technologies

We do not use cookies or similar technologies.

Accessing, modifying or deleting data

You have the right to access, correct or delete your personal data. You also have the right to withdraw your consent for data processing or to object to the processing of your personal data by Koot Metals and you have the right to data portability. This means you may submit a request to us to send the personal data we hold about you in a computer file to you or another organisation specified by you. You can submit a request for access, correction, deletion, data transfer of your personal data, or a request to withdraw your consent or object to the processing of your personal data by sending an email to: info@kootmetals.nl. To ensure that the request has been made by you, we ask that you include a copy of your identity document with your request. In this copy, please black out your photograph, MRZ (machine readable zone), passport number and Citizen Service Number (BSN) for the protection of your privacy. We will respond to your request as soon as possible, but no later than four weeks.

We also point out that you have the option to lodge a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>.

How we secure personal data

We take the protection of your data seriously and take appropriate measures to prevent misuse, loss, unauthorised access, unwanted disclosure and unauthorised modification. If you have the impression that your data is not properly secured or if there are indications of misuse, please contact us at: info@kootmetals.nl.

Changes to this privacy statement

We reserve the right to amend this privacy statement. We will inform you by email when we make changes to this privacy statement and the date on which these changes take effect. By using our services after this date, you agree to the latest version of our privacy statement. The current privacy statement was last updated on 21 May 2018.