

Privacy Notice

Transport Van Caudenberg – Debrouwer

1 General Information

In the context of the new European legislation, General Data Protection Regulation (GDPR), we inform you of our policy regarding the processing of your personal data.

Your personal data may be processed by Transport Van Caudenberg – Debrouwer. We will always treat your personal data with the utmost care. Further on in this Privacy Notice, you will find the necessary information regarding the processing of your personal data.

If you have any questions or remarks regarding the processing of your personal data, you can contact our data controller :

Name: Luppens

First name: Veerle

Address: Avenue Newton 6, 1300 Waver

E-mail: Veerle.luppens@dbvcb.be

Tel.: 010/233.951

You can also always contact the data protection authority via:

commission@privacycommission.be

2 Processing of personal data

We may process some of your personal data.

- This is always done in the context of your relationship with Transport Van Caudenberg – Debrouwer;
- We limit it to the data strictly necessary to provide a good service;
- We may share your data with third parties. This is always done in the context of our services;
- We and any third parties will treat your personal data confidentially and with the utmost care.

2.1 Which personal data are processed:

As part of the relationship between you and Transport Van Caudenberg – Debrouwer, the following personal data may be processed:

- Personal identification data:
 - E.g. Name, first name, address, telephone number and other than the National registry number
- Financial identification data:
 - E.g. Account numbers
- Electronic identification data:
 - E.g. E-mail address
- Professional identification data:

- E.g. Professional activity, current job, function, diploma, training certificates, competence pass, ...
- Data regarding personal life:
 - E.g. Civil registry, composition of your family
- Physical identification data:
 - E.g. clothing size for work clothes

If you are an employee of an organisation or company that has a contractual relationship with Transport Van Caudenberg – Debrouwer (e.g. supplier, customer, client, ...), we will process your business data (e.g. business e-mail address, business phone number, ...) and personal data (e.g. surname, first name, ...) in the context of the execution of this contractual relationship.

2.2 Purpose of the processing

Regarding the relationship between you and Transport Van Caudenberg - Debrouwer, personal data may be processed for the following purposes:

- Customer and personnel administration/management
- Supplier administration/management
- Accounting operations
- Dispute management
- Execution of agreements
- Work planning
- Reporting
- Insurance management

If you are an employee of an organisation or company that has a contractual relationship with Transport Van Caudenberg – Debrouwer (e.g. supplier, customer, client, ...), we may use your data in the context of the execution of this contractual relationship.

2.3 Duration of processing

We will only retain your data for the period necessary for the purposes of achieving and fulfilling the objectives under 2.2, unless a longer retention period is required or justified by law or another legal obligation.

3 Transfer of your data to third parties

In certain cases, your personal data may be passed on to third parties. More specifically:

- To companies cooperating in the framework of activities linked to our work (e.g. subcontractors, service providers, etc.);
- To competent authorities within the framework of legal and regulatory obligations

4 Data subject's rights

Within the framework of the General Data Protection Regulation, you are granted a number of rights with regard to the processing of your personal data. These are:

- Right of access and copy of data
- Right of rectification of such data
- Right to have the data deleted (right to be forgotten)

- Right to limitation of processing
- Right to transferability of data

If you have any questions about or wish to exercise these rights, please contact our data controller (Veerle.luppens@dbvcb.be) or the Data Protection Authority (commission@privacycommission.be).

5 Contact details of the data controller

If you have any questions regarding the processing of your personal data, the exercise of your rights as a party concerned or information about our privacy policy, please contact our data controller. You will find his contact details below:

Data controller	
Name:	Veerle Luppens
Function:	Management Assistant
Address:	Avenue Newton 6, 1300 Waver
E-mail:	Veerle.luppens@dbvcb.be
Tel.:	010/233.951
Fax:	010/233.026

6 Complaints

If you are dissatisfied with our way of dealing with your personal data, you may contact our data controller (Veerle.luppens@dbvcb.be) or the Data Protection Authority (commission@privacycommission.be).

7 GDPR guarantee

In the context of the GDPR regulations, we expect our contacts to handle any personal data that may be shared with the greatest care. All our contacts are expected to be GDPR-compliant. If any damage would result from non-compliance with GDPR regulations by one of our contacts for us, all damage will be recovered from the defaulting contact.

8 Final term

We hope to have informed you sufficiently about the way in which we handle your personal data. If you have any questions about our privacy policy, exercising your rights or other personal data related matters, do not hesitate to contact us:

*Transport Van Caudenberg – Debrouwer
Waversesteenweg 78, 1560 Hoeilaart*

*General tel.: 010/233.020
General E-mail: info@dbvcb.be*

*VAT BVBA L. Van Caudenberg: BE0407256082
VAT NV Debrouwer Transport: BE0451658625*