

## **PRIVACY AND DISCLAIMER**

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This website is owned by VANHEES METALEN NV

Head office & registered office:

Hoogstraat 60, 2400 Mol

Phone: +32 14 81 07 23

E-mail: [info@vanheesmetalen.be](mailto:info@vanheesmetalen.be)

Company number: **0436.936.696**

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### **Applicable law and competent courts.**

Belgian law applies to this site. In the event of a dispute, only the courts of the district of Antwerp have jurisdiction.

### **Privacy policy**

The person responsible for the processing is VANHEES METALEN NV (VANHEES METALEN), Hoogstraat 60, 2400 Mol registered as NV with KBO number 0436.936.696 -. For questions about this statement and our policy you can always contact us via [privacy@vanheesmetalen.be](mailto:privacy@vanheesmetalen.be) For questions that are more than a question for information we can ask you to identify you, so that we are sure that we have the requested information and data to provide the right person.

### ***When and for what purposes does VANHEES METALEN collect and process data?***

VANHEES METALEN collects and processes data, in accordance with the regulation (EU) 2016/679, about you when you want to use us as a customer for one of our services or when you contact us in a different way (via website) . We summarize these activities under the heading of "customer management" and concern in particular the implementation of the projects that we conclude with you.

If you are a supplier, we process your data or that of your contact persons in the context of the delivery of products or services, for the generic purpose "supplier administration". In that case, it is also possible that we include your data in our work planning, together with the data of our own employees.

We also process your data, as a customer or as a supplier, in the preparation of invoices and other accounting documents. This is the purpose of "accounting".

Finally, we may process data about you because this is or may be important for our activities, for example to be able to call upon your advice or services. We describe these activities as "communication" or "public relations".

### ***Which data collects and processes VANHEES METALEN***

It concerns the data that you provide us with and that we need for the implementation of the project for which you make use of our services, such as your name, address, e-mail address and professional data, such as company name and VAT number. Usually you provide us with this information directly, but it is also possible that we obtain this data from other parties you work with.

The data may also relate to your interests in or plans for a future project.

From suppliers we can process certain data to allow us to plan the works properly. This concerns the availability and presence, as well as the type of work.

We process financial data in the context of accounting.

Data about your position and activities are processed in the context of communication or public relations.

### ***How does VANHEES METALEN collect your data?***

We collect your data when you complete forms (paper or electronic). Sometimes this happens through a conversation, telephone contact or mail exchange.

Normally we obtain this information directly from you. Sometimes it is also possible that we obtain them indirectly. This is the case with data about employees of suppliers who are active on our sites and which we obtain from the suppliers themselves. Where we have obtained your data, we will then share with you.

If you visit our website, we use cookies on which you can find more information in the section "The use of cookies" below. We do this in particular to tailor the content and ease of use of that website as much as possible to you as a user. We also process your data in order to comply with the obligations arising from the provision of a website and its content and to enable you to make use of the interactive applications and services on this website.

### ***What are the legal bases for the processing of data by VANHEES METALEN?***

In principle, we collect and process your data on the basis of the contractual relationship we have with you as a result of your order and the contract that we conclude with you. This is also the basis for the processing of data about suppliers and for processing "accounting".

Where the processing is not necessary to carry out the contractual relationship, such as in communication / public relations, it is based on our legitimate interests as a company, in particular the freedom of enterprise and information. In doing so, we always ensure that there is a balance between our and your interests, for example by granting you a right of opposition.

### ***Are the data communicated to third parties?***

Your data is mainly processed internally in the context of customer management, supplier management, work planning, accounting and communication / public relations by the service / responsible person responsible for these activities.

For certain punctual services or assignments, they can be passed on to processors that we rely on, albeit always under our control.

Sometimes we are obliged to pass on information about you. This is especially the case when we are legally obliged to do so or when government bodies that have the right to do so request information from us. In that case, we check whether the conditions for requesting data have been met.

In principle, your data will not be passed on to third countries or international organizations.

### ***Your rights***

You can always review the data that we process about you and have it corrected or erased if necessary. To do this, it is sufficient to request this via [privacy@vanheesmetalen.be](mailto:privacy@vanheesmetalen.be), with proof of your identity. We ask you to prevent your data from being communicated to someone who is not entitled to it.

If you do not agree with the way VANHEES METALEN processes your data, you can always file a complaint with the Data Protection Authority (<https://www.gegevensbeschermingsautoriteit.be/>), Drukpersstraat 35, 1000 Brussels.

## **The use of "cookies".**

During a visit to the site, 'cookies' can be placed on the hard disk of your computer and this only to better tailor the site to the needs of the returning visitor. These mini files or cookies are not used to check the surfing behaviour of the visitor on other websites. Your internet browser allows you to prevent the use of cookies, to receive a warning when a cookie is installed or to delete the cookies from your hard drive afterwards. Consult the help function of your internet browser.

### **Google analytics**

This website uses Google Analytics, a web analytics service provided by Google Inc. ("Google"). Google Analytics uses "cookies" (text files placed on your computer) to help the website analyse how users use the site. The information generated by the cookie about Your use of the website (including Your IP address) will be transferred to and stored by Google on servers in the United States.

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### **Amendments**

VANHEES METALEN reserves the right to change this statement and / or this policy. Changes will be reported to users via the website.