

**PRIVACY STATEMENT IN ACCORDANCE WITH IMPLEMENTATION OF THE  
GENERAL DATA PROTECTION REGULATION ((EU) 2016/679)**

*Brussels, 26 April 2018*

This privacy statement is applicable between the European Association of Manufacturers of Flexible Polyurethane Foam Blocks (EUROPUR aisbl, hereafter referred to as “EUROPUR”) and individual external stakeholders (non-members) participating in activities of the association, notably the annual conference.

It covers information about the personal data collected by EUROPUR, as well as the manner in which EUROPUR uses and processes this personal data. EUROPUR wishes to emphasize that it always attempts to act in accordance with (i) the Belgian Privacy Law of 8 December 1992 on privacy protection in relation to the processing of personal data and/or (ii) the EU Regulation of 2016 concerning the protection of individuals with regards to the processing of personal data, regarding the free movement of such data and repealing Directive 95/46/EC and (iii) all (future) Belgian laws regarding the implementation of this Regulation.

Please read this Privacy Statement in conjunction with EUROPUR legal disclaimer and cookie policy.

**Types of Personal Data that may be collected**

- ✓ Title
- ✓ Name
- ✓ Surname
- ✓ Position - function
- ✓ Nationality
- ✓ Sex
- ✓ E-mail address
- ✓ Telephone number (landline and/or mobile phone)
- ✓ Password
- ✓ Residence address
- ✓ ID number - Passport
- ✓ Birth date
- ✓ Social media data
- ✓ Camera and video footage
- ✓ Company name
- ✓ Company address
- ✓ Invoicing and payment details
- ✓ Licence plate of vehicles
- ✓ Geographical location data
- ✓ IP-address

- ✓ All personal data provided in the 'free field' when completing a contact form
- ✓ Any other data relevant to the participation to the activities of EUROPUR or required by law.

### **Methods of Personal Data Collection**

These personal data are collected in the context of:

- ✓ Visiting the Website
- ✓ Collaboration with EUROPUR
- ✓ Incoming and outgoing correspondence with EUROPUR
- ✓ Subscription to the newsletter (whether or not through the Website)
- ✓ Subscription to a webinar/seminar/event/etc.
- ✓ Exchanging business cards
- ✓ Registration for events and workshops
- ✓ Taking pictures, videos and minutes during events
- ✓ Recording webinars and conference calls after prior consent
- ✓ Registering visitors when entering the building
- ✓ Invoicing

All personal data, collected by EUROPUR, are thus expressly and voluntarily provided by you.

Personal data collected, used and processed by EUROPUR has been provided by stakeholders directly for participating in the activities of the association or for communication with the association in the framework of the membership. It may also have been obtained by means of registration and participating to meetings and events or subscribing to our newsletters.

### **Use of Personal Data**

EUROPUR can use or process your personal data for keeping you informed about the activities of the association (newsletters or working groups mailings lists), responding to questions or asking questions or for any other purpose of communicating with you for the purpose of fulfilling the missions of the association as listed in its articles of association.

Pictures taken at or videos made at meetings can be used by EUROPUR on the website, in newsletters or on any other support for promotion of the activities of the association. By attending meetings organized by EUROPUR, participants give their implicit permission for publication of such pictures or videos.

### **Disclosure of personal data to Third Parties**

EUROPUR shall under no circumstance sell your personal data to Third Parties or share it for commercial gain. It may however need to disclose your personal data to Third Parties for the fulfilment of its activities.

This may include collection of personal data via or disclosure to Third Party service providers, notably providers hosting our extranet or our event registration software. The Third Party concerned is required to use your personal data in accordance with the provisions of this Privacy Statement.

Limited personal data (first and last name, position and company) of participants to our annual conference may be listed on our website for the purpose of promotion of the event and information of other participants.

Notwithstanding the foregoing, it is however possible that EUROPUR discloses your personal data:

- ✓ To the competent authorities **(i)** if EUROPUR is obliged to do so under the law or under legal or future legal proceedings and **(ii)** to safeguard and defend our rights;
- ✓ The contact details of EUROPUR members to other EUROPUR members after prior consent
- ✓ To the participants of events after prior consent

In all other cases, EUROPUR will not sell, hire out or pass on your personal data to third parties, except when it **(i)** has obtained your permission to this end and **(ii)** has completed a data processing agreement with the third party in question, which contains the necessary guarantees regarding confidentiality and privacy compliance of your personal data.

#### **Cross-border processing of personal data**

Any transfer of personal data of personal data outside the European Economic Area (EEA) to a recipient whose domicile or registered office is in a country which does not fall under the adequacy decision enacted by the European Commission shall be governed by the provisions of a data transfer agreement, which shall contain i) the standard contractual clauses as referred to in European Commission Decision 2010/87/EC, or ii) any other mechanism pursuant to privacy legislation, or any other regulations pertaining to the processing of personal data.

#### **Storage of personal data**

The personal data of stakeholders is stored for a period of maximum of 5 years after the last known interaction with the association (by phone, email or by any other means of communication).

#### **Privacy Rights**

Stakeholders have the following rights with regards to their personal data:

- Right of access to personal data
- Right to rectification, completion or updating of personal data
- Right to delete personal data (“right to be forgotten”) and
- Right to unsubscribe to newsletters and other communication in case no further involvement is wished with EUROPUR.

## **Security of personal data**

EUROPUR undertakes to take all reasonable, physical, technological and organizational precautions in order to avoid (i) unauthorized access to your personal information and (ii) loss, abuse, or alteration of your personal data. Notwithstanding the above, an infallible level of security can never be guaranteed. Should any data breach occur, it will be communicated to the Privacy Commission of Belgium as required by law.

EUROPUR shall store all personal data, which it has collected, on its own servers or on those of service providers located in the European Union or in so-called Safe Harbours in Third Countries. Paper records shall be stored in the offices of EUROPUR.

## **Update Privacy Statement**

EUROPUR is entitled to update this Privacy Statement as and when it deems it necessary. In that case, the new version shall be made available on our website.

## **Contact**

In case of questions about this Privacy Statement, please contact EUROPUR via email ([info@europur.org](mailto:info@europur.org)) or by post: EUROPUR, Avenue de Cortenbergh 71, 1000 Brussels.

In case you are not satisfied with the way EUROPUR handled your questions and/or remarks or have any complaints about the way EUROPUR collects, uses and and/or processes your personal data, note that you have the right to lodge a complaint with the Privacy Commission.