

Privacy statement

Derks Inc.

Ho Chi Minh City, 2023

Derks Inc. (registered on 68 Nguyen Hue, Ben Nghe Ward, District 1, Ho Chi Minh City, Vietnam 70000) is responsible for the processing of personal data as specified in this privacy statement.

Contact details:

68 Nguyen Hue, Ben Nghe Ward, District 1, Ho Chi Minh City, Vietnam

Mr. W.H.J. Derks is the Data Protection Officer of Derks Inc. He can be contacted via willem@derksinc.com. The privacy statement shall sometimes be changed, for example, because of legislative changes. It is therefore advisable to view the declaration periodically.

Personal data that we process

Derks Inc. processes personal data because you make use of our services and/or because you provide it to us yourself.

An overview of the personal data that we process can be found below:

- First and last name
- Address details
- Telephone number
- E-mail address(es)
- Other personal data that you actively provide, for example in correspondence or via telephone

Special and/or sensitive personal data that we process

It is not the intention of our website and/or services to collect data about website visitors who are under 16 years of age. Unless they have the consent of their parents or guardians. However, we cannot check whether a visitor is 16 or older. We therefore advise parents to be involved in their children's online activities in order to prevent data about children from being collected without parental consent. If you are convinced that we have collected personal data about a minor without such consent, then please contact us at willem@derksinc.com and we will then delete this information.

For what purpose and on what basis do we process personal data

Derks Inc. processes your personal data for the following purposes:

- The settlement of your payment (contractual basis)
- Sending our newsletter and/or advertising folder (consensual basis)
- So that we can call or e-mail you if this is required in order to be able to perform our services (contractual basis)
- To inform you about changes to our services and products (consensual basis)
- To deliver goods and services to you (contractual basis)
- Derks Inc. also processes personal data if we are legally required to do so, such as data that we need for our tax return (statutory basis)

Automated decision-making

Derks Inc. does not make decisions on the basis of automated processing about matters that may have (significant) consequences for people. These are decisions taken by computer programs or systems without the intervention of a person (such as a Derks Inc. employee).

Derks Inc. uses the following computer programs or systems. In accordance with GDPR compliancy, a processing agreement has been concluded with these external organisations:

Microsoft (Office 356)

- Derks Inc. uses the various applications of Office 365, including Outlook email and SharePoint. These applications are hosted by Microsoft in the Office 365 Cloud.

Apple

- Derks Inc. uses the various applications of Apple software, such as Apple Mail and iCloud amongst others.

How long do we retain personal information?

Derks Inc. retains your personal data no longer than is strictly necessary to realise the objectives for which your data has been collected. We use the statutory retention period of 7 years for the entire customer file. The retention period for company data regarding quotation requests (not customer) is 2 years after the last contact.

Sharing personal data with third parties

Derks Inc. does not sell your data to third parties and only provides it to them when it is necessary for the execution of our agreement with you or to fulfil a statutory obligation. We enter into a processing agreement with companies that process your data on our behalf to ensure the same level of security and confidentiality of your data. Derks Inc. remains responsible for this processing.

Cookies, or comparable techniques that we use

Derks Inc. keeps track of user data from the website(s) for statistical purposes. The personal data collected in this manner are in principle anonymous and are not sold by Derks Inc. to third parties.

So-called "cookies" are used to increase the ease of use of the websites of Derks Inc. A cookie is a small text file that is deposited, for example, on your computer, tablet or smartphone, when you visit the websites of Derks Inc. You may refuse the use of these cookies at any time, although this may limit the functionality and ease of use of the websites.

The Derks Inc. websites use cookies from Google Analytics to, in general, monitor user behaviour and broad trends and to obtain reports. This helps improve the way websites work. Google may provide this information to third parties if it is required to do so by law or to the extent that third parties process the information on Google's behalf. By using the websites of Derks Inc. you consent to Google processing the information in the manner and for the purposes described above.

`_GA, _GAT, _GID`

These cookies are analytical cookies with which Google Analytics collects anonymous data. These data are not traceable to natural persons and are not shared with Google.

`COOKIECONSENT_STATUS`

This cookie remembers whether you clicked "Accept" or "Decline" in the cookie message so that this cookie message will no longer appear.

`VUID`

This cookie comes from vimeo.com, the service we use to post videos on our website. This cookie is used by Vimeo to analyse usage data.

Viewing, modifying or deleting data

You have the right to view, correct or delete your personal data. Furthermore, you also have the right to withdraw any consent that you have given for the data processing, to object to the processing of your personal data by Derks Inc. and to data portability. This last right means that you can submit a request to us to send the personal data that we have about you in a data file either to you or to another organization that you have specified.

You can send a request to view, correct, delete or transfer your personal data or a request withdrawing your consent or objecting to the processing of your personal data to willem@derksinc.com.

To ensure that the request to view has been made by you, we ask you to submit a copy of your proof of identity with the request. On this copy, please black out your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and social security number (BSN). This is to protect your privacy. We will respond to your request as quickly as possible, but within four weeks.

Derks Inc. would also like to point out that you have the possibility to file a complaint with the national supervisor at the Personal Data Authority.

How do we protect personal information?

Derks Inc. takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorised access, unsolicited disclosure and unauthorised modification. If you feel that your data is not properly protected or if there are indications of misuse, then please contact our customer service or via willem@derksinc.com.

Policy updates

We may update this Privacy Policy from time to time, in order to clarify it, or to comply with legal obligations. The "Last Updated" mention at the top of the policy indicates the last revision, which is also the effective date of those changes. If you continue to use our services after such a change, you agree to our updated policy.