

Privacy statement

This is the privacy statement of orShe - www.orshe.nl

When you are active on our website or contact us, you sometimes share personal data with us. We handle this data with care and comply with the applicable laws and regulations. These laws are about the storage and use of your personal data. In this privacy statement we explain what information we collect from you and what we do with this information.

This privacy statement applies to all interactions between you and orShe, regardless of the method of communication. orShe is responsible for the processing of the personal data as stated in this privacy statement. You can send questions or comments regarding your privacy to info@orshe.nl.

What are personal data?

All data that tells something about you and can be used to identify you is personal data. For example, think of your name, your contact or address details.

When do we process your personal data?

To help you further if you have any questions, you can e-mail us, call us, or fill in a form on the website. We also process this data to provide our services. It is also possible that we receive your data from third parties in connection with our services.

In order to help you further or if you have questions for us and fill out a form on our website, we store a number of data about you, we will store the following data from you:

- Name
- E-mail address
- Telephone number
- Your message

Legal basis: legitimate interest.

Price quotes

Before we get to work for you, we sometimes first send you a quote. For this we store the following information about you:

- N.A.W. details
- E-mail address
- Phone number

Legal basis: legitimate interest.

Invoices and invoicing

We store the following information from you in connection with invoicing:

- N.A.W. details
- E-mail address
- Telephone number
- Company name (optional)
- Chamber of Commerce number (optional)

Legal basis: legal obligation.

To execute an agreement, make notes and/or intake interviews and make appointments with you, we store the following data for the execution of an agreement:

- N.A.W. details
- E-mail address
- Phone number

Legal basis: execution of the agreement.

Updates of changes in our services

When we make changes in our services, general terms and conditions, privacy statement or other important matters, we would like to inform you. If you agree with this, we store the following data to process you in our newsletter system:

- Name
- Email address

Legal basis: execution of the agreement.

Newsletters and free resources

If you have indicated to us that you would like to receive our newsletter and a free tool, we will store the following data from you:

- Name
- E-mail address

Legal basis: consent.

Sharing reviews on our website

If you have sent us a review, we will publish it on our website and/or social media channels. If you agree to this, we will store the following data from you:

- Name
- Company name (optional)

Legal basis: permission.

Transfer to partners

We work together with various partners and suppliers to perform our services.

These suppliers & partners include the following parties:

For web hosting (Wix.com)

For managing the online agenda (iCloud)

For sending newsletters (MailChimp)

We have concluded processing agreements and/or confidentiality statements with sub-processors to guarantee the security of your data. We only work with partners who can comply with the GDPR legislation.

Transfer to third parties

In principle, we do not share or sell your data with persons or organizations outside of orShe, except with partners as described above.

We may also be obliged to pass on your data on the basis of a legal obligation. The security of your data orShe has taken appropriate technical security measures to protect your personal data against misuse, unlawful or unauthorized use and loss.

All parties that process your data for us (sub-processors) or can view it (e.g. employees or hired workers) sign a processing agreement or confidentiality statement.

How long will your data be kept?

We use different retention periods for different data. Of course you always have the right to request that we delete your data. See also the heading "Your rights".

Personal data: we delete name, address details, telephone number, and e-mail 1 year after our last contact.

E-mail: e-mail addresses older than 1 year will be removed unless they are still relevant for the execution of an agreement.

Invoices and quotations: invoices and quotations are deleted after the statutory retention period of 7 years. Your data will remain in our billing system until then.

Newsletter: you can remove your data from our newsletter system at any time.

Your rights

You have the right to view, correct and delete your personal data. In addition, you retain the right to withdraw your consent to the data processing or to object to the processing of your personal data by orShe. You also have the right to data portability. You can send a request for access, correction, deletion, data transfer of your personal data or request for withdrawal of your consent or objection to the processing of your personal data to info@orshe.nl.

To ensure that the request for inspection has been made by you, we ask you to enclose a copy of your proof of identity with the request. Make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and citizen service number (BSN) black in this copy. This is to protect your privacy. We will respond to your request as quickly as possible, but no later than within four weeks. orShe would also like to point out that you have the option of submitting a complaint to the national supervisory authority, the Dutch Data Protection Authority.

Reporting a data breach

If, despite all precautionary measures, a data breach nevertheless occurs, we comply with the data breach notification obligation and, if necessary, report this breach to the Dutch Data Protection Authority within 72 hours of discovery. If you discover a data leak, we kindly ask you to share this with us as soon as possible, but in any case within 24 hours after you have discovered the leak, by sending an e-mail to info@orshe.nl. We can then take immediate action.

Liability

This privacy statement only relates to the personal data that orShe processes for the points discussed in this agreement. orShe does not accept any responsibility or liability for (the operation and/or content of) websites or services of third parties.

Changes to this statement

The content of this privacy statement can be changed at any time by orShe to respond to new legal or regulatory evasions or changes within our company. You can subscribe to our newsletter where we will keep you informed of any changes.

In any case, we advise you to consult our privacy statement regularly to stay informed of our privacy policy. By continuing to use orShe's services after changes, you agree to these changes.

Contact

Do you have any further questions or comments? Then you can contact us by e-mail to info@orshe.nl or by post: orShe is registered with the Chamber of Commerce under number 69763127.