

## Privacystatement HTR

HTR group is responsible for the processing of personal data as presented in this privacystatement.

### Contact details:

Esp 107 5633 AA Eindhoven

[www.htr-int.com](http://www.htr-int.com)

Phone nr.: 0031-40-2902610

E-mail: [info@htr-nl.com](mailto:info@htr-nl.com)

### Personal data that we process

HTR processes your personal data when u use our services and/or when you provide this information to us yourself (for example in case of applicants or employees). Below you can find an overview of the personal data that we process:

- first and last name
- phonenumber (business)
- e-mail address (business)
- address data, phonenumber, e-mail address (in case of applicants and employees)
- BSN number (social security number), bank account data (in case of employees)

### Special and/or sensitive personal data dat we process

HTR processes no special and/or sensitive personal data.

### With which goal and based on which basis do we process personal data

HTR processes your personal data for the following goals:

- to contact you if necessary for our business (as applicable for customers or suppliers)
- to comply with legal obligations (for example payroll administration)
- to go through the recruitment and selection process

### Automated decision-making

HTR makes no decisions based on automated processing that can have (significant) consequences for individuals. These are decisions taken by computer programs or computer systems without a person in between.

### How long do we store personal data

Data of applicants will be kept by HTR for a maximum of 4 weeks after rejection, provided explicit permission from the applicant to keep the data for a longer period.

Details of the payroll administration are kept for at least 7 years, in accordance with the legal obligation.

Data from contact persons at our customers / suppliers are kept by until HTR is announced that this information is out of date and therefore incorrect. If this is the case, this data will be removed from our ERP system. Existing correspondence from the past regarding order processing or information about products (for example e-mails, letters, telephone notes) in which your personal details are mentioned will be retained.

### Sharing personal data with third parties

HTR does not sell your information to third parties and only reinforces it if this is necessary for the execution of our agreement with you or to comply with a legal obligation. With companies that process your data in our order, we conclude a processor agreement to ensure the same level of security and confidentiality of your data. HTR remains responsible for these processing operations.

### Cookies, or similar techniques, that we use

HTR does not use cookies or similar techniques.

### View, modify or delete data

You have the right to view, correct or delete your personal data. You can send a request for access, correction, deletion of your personal data to [info@htr-nl.com](mailto:info@htr-nl.com)

HTR would also like to point out that you have the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority.

### How we protect personal data

HTR takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you have the impression that your data is not secure or there are indications of abuse, please contact us at [info@htr-nl.com](mailto:info@htr-nl.com)