

Privacy statement

Expand, established in Vught, Kleine Gent 9 5261 BS, is responsible for collecting and using personal data as stated in this privacy policy. We never collect or use your personal information for purposes other than the purpose described in this privacy policy, unless we have obtained your permission in advance. Expand

Contact information

Address: Kleine Gent 9, 5261 BS Vught

Phone: 073 – 6155 980

Website: www.expand.nl

If you have any questions or comments regarding this policy, please contact Emiel Mulder via emiel.mulder@expand.nl.

Personal data

We process the personal data that you provide to us via the website, for example when you fill in a contact form, application form or when you subscribe to our newsletter.

When you provide your personal data to us through a job application, registration, application or otherwise and/or you make use of our services, you accept that these will be processed in the database of Expand. In the following, you can find a summary of the personal data we process:

- First and last name
- Gender
- Date of birth
- Address information
- Phone number
- E-mail address
- LinkedIn profile
- Other personal data which you actively supply, for example through our website, in correspondence, or telephonically

Special and/or sensitive personal data we process

The BSN (social security) number under the new GDPR is no longer considered special personal data. However, it is still under advisement under what conditions it may be processed exactly. This will have to be taken into account in connection with the preparation of employment contracts with freelancers.

With what purpose and on what legal basis do we process personal data?

Expand only processes personal data pursuant to the first legal base, unambiguous consent. The law sets requirements for the manner in which this permission is granted. It is important that the data subject accepts the processing of his personal data freely, specifically, informedly, and unambiguously. To this effect, we use various boxes which must be ticked when someone registers with us.

Personal data will only be processed to:

- inform you after your online registration on the job opportunities from the offer of job proposals which are most in line with your profile;
- inform you of our new products and services, for instance by sending you information by e-mail which may be of interest to you, such as job opportunities, job events, and related announcements;
- provide your resume to potentially interested employers (in consultation with you and following your consent);
- send you our newsletters by e-mail, RSS, or SMS;

- have the administration of our websites and the services which we can offer you function better;
- send you information in connection with career and employment events.

Your personal data is kept by Expand in a safe manner. It is not accessible to people who do not have the required access rights. The number of staff who have access to your personal data is furthermore kept to an absolute minimum.

Computerized decision-making

Expand does not make any decisions based on automated processing about matters which may have (significant) consequences for people. This regards decisions which are made by computer programs or systems without a person (in this case a collaborator of Expand) intervening.

How long do we keep personal data?

Expand does not keep your personal data for any longer than is strictly necessary to realize the goals which your data is collected for. Expand has established this retention period based on the guideline of the monitoring agency 'Autoriteit Persoonsgegevens' and for this reason applies a term of 12 months. You have the right to withdraw this permission at all times; see the change data column for this.

Sharing of personal data with third parties

Expand does not sell your data to third parties and exclusively provides it if you have accepted this, upon own request, if it is necessary for the implementation of our agreement with you, or to comply with a legal obligation. In case this data is shared, this will only occur with (potential) clients. Expand chooses to supply this data in an anonymized form until a (potential) match occurs. Only then will the full personal data be shared.

The personal data can also be shared with companies which provide services to us (e-mailing businesses, accountants, legal advisors etc.), on condition that this data is required to be able to carry out the services. With companies which process your data by our order, we do not need to conclude a processor agreement, because no 'processor' can be designated in the relationship between Expand and client pursuant to the law. Expand remains responsible for this processing and will never engage in it without informing you.

What happens with statistic data?

To be better able to be of service to you, besides the information supplied by you, statistical data is also collected. Through this website, general information on visitors and their 'behaviour' on these pages are measured. Such as the most sought pages and from what pages a visitor ends up on this website. This data is not linked to a name or address, it concerns numerical data. The purpose of this general measurement data is the improvement of (the navigation and structure of) the website.

The use of cookies

Expand only uses technical, functional, and analytic cookies which do not breach your privacy. A cookie is a small text file which is stored on your computer, tablet, or smartphone upon the first visit to this website. The cookies we use are necessary for the technical functioning of the website and your ease of use. They make sure that the website functions properly and remember, for example, what your preferential settings are. They also allow us to optimize our website. A cookie, however, cannot be read by another website than the website which created it and is also unique for each user. You can unsubscribe from cookies by changing the settings of your Internet browser in such a manner that it no longer stores cookies. In addition, you can also remove all information which was stored previously through the settings of your browser.

Changing data

Under GDPR legislation, you have the right to peruse, correct, or remove your personal data. In addition, you have the right to withdraw any permission you may have granted for the processing of data, or to object against the processing of personal data by Expand and you have the right to data transferability. That means that you can submit a request to us to peruse the personal data we have of you. You can send a request for perusal, correction, removal, data transfer of your personal data or a request to withdraw your permission or your objection against the processing of your personal data to emiel.mulder@expand.nl. Because this regards quite privacy-sensitive data and to make sure that the request was made by you, we ask you to make an appointment to visit us at our office with an ID. We will respond to your request as soon as possible, though no later than within four weeks. Expand also wishes to point out to you that you have the possibility of submitting a complaint with the national monitoring authority, 'Autoriteit Persoonsgegevens'.

How we secure personal data

Expand takes the protection of your data seriously and takes appropriate measures to prevent the abuse, loss, unauthorized access, undesired disclosure and unlawful modification of your data. For the processing of the personal data, we use software from Carerix. As a processor, also Carerix takes appropriate technical and organizational measures in order to protect the personal data against destruction, loss, or illegitimate provision or other illegitimate processing, including unnecessary collection and other processing of Personal Data. Carerix will modify the security measures in such a manner that they will continue to offer an appropriate level of protection during the term of the agreement. If you have the impression that your data is not properly protected or if there are indications of abuse, please contact us.

Hyperlinks

On expand.nl, you can find links to other websites. Expand, however, cannot bear responsibility for the personal data which you leave at these websites. To learn about the manner in which these websites deal with your personal data, read the privacy statement of the website you are linked to. Expand does not have any control over the websites which are linked to and is not responsible for their contents.

In addition, there are websites which refer to this website. These websites are operated by other parties than Expand. For this reason, Expand does not wish to bear any responsibility for the personal data that is left on these websites. For the manner in which the relevant partner website handles personal data, read the privacy statement of the website referring to our website.

Copyright

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Expand Human Capital Management reserves itself the right to apply changes to this statement. If you have any questions or comments about our privacy statement, it is best to simply [contact](#) us.