



Privacy policy

Version 20180524

1. About us

We are the European Safety Federation ivzw (ESF).

Please contact us if you have any questions or feedback about this policy.

ESF is registered in Belgium (BE0454.000.382)

Postal address: Bavikhoofsestraat 190, 8531 Harelbeke, Belgium

Contact: Henk Vanhoutte, Secretary General

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phone: +32 56 70 11 03

We own and operate the website www.eu-esf.org and linked websites (url in the format: www.eu-esf-***.org), further referred to as the Website.

2. This policy

2.1 This policy tells you how we deal with your personal data (i.e. information about any identified or identifiable living persons). For the purposes of the EU General Data Protection Regulation (GDPR), we are the data controller in relation to personal data collected by us. Please read on to find out what kinds of personal data we collect, how we use and protect them, to whom we disclose them and how you can access and rectify them or request that we stop processing them.

2.2 By providing us with your data in any way (sending e-mail, handing over business card, sending letter, phone call, form on Website, ...) you accept this policy, our terms and conditions and our cookie policy. Please do not contact us unless you are completely happy with this policy, the cookie policy and the terms and conditions. If you do use the Website or contact us, we will assume that you do accept it.

3. Changes

This policy is kept up-to-date whenever necessary. You can find the version on top of the document.

If you contact us or use the Website after the effective date shown at the top of the revised policy, you accept this policy, our cookie policy and the terms and conditions.

4. Personal and other data we collect

4.1 Information you give us

We collect and store the information which you provide us when communicating with us by phone, email or in some other way (e.g. handing over business card) or through forms you fill in on the Website - such as your name, address, email address, phone number, and preferences.

You can choose what information to give to us, but some of this information may be required to provide you with certain services or goods (e.g. the billing or delivery address if you order from us, dietary limitations if you attend an event with catering, ...).

If you choose not to provide such information we will not be able to provide you with such services or goods.

4.2 Information we collect about you

We do not receive nor store information automatically when you consult the Website, unless you complete forms on the Website or consult the intranet (see 4.1).

When you consult us or communicate with us via third parties (e.g. social media like LinkedIn), they can collect information about you without our knowledge or control. Please consult the privacy policy of the third party to know more.

4.3 Data

We collect and store the following data:

- Name and first name
- Company/organisation name, including department
- Gender
- Language preference (default is English)
- Function
- Business postal address
- Business phone
- Mobile phone
- Business e-mail
- Alternative e-mail if you wish to provide it
- Membership in our working groups
- Additional information that you choose to provide (birthday, ...)

When registering for an event with catering, we will ask you for dietary limitations, which we will provide to the subcontractor (caterer) for your health and comfort. However, we will not store this type of information and we will see to it that the subcontractor does not store this neither.

5. Cookies

We do not use cookies on the Website.

When you consult us or communicate with us via third parties (e.g. social media like LinkedIn), they can use cookies on their site without our knowledge or control. Please consult the privacy policy of the third party to know more.

6. Our legal basis for processing personal data

In line with the General Data Protection Regulation (GDPR – Regulation (EU) 2016/679), we have several legal bases for processing your personal data:

(a) Performance of a contract with you: for data which is needed to provide you with goods or services, we process the data in order to provide you with those goods and services;

(b) Consent: where you have provided consent (for example, by agreeing that we can contact you with offers and events you might be interested in), we will process the data based on that consent;

(c) Legitimate interests: for the remaining data we collect, we process it in the legitimate interests of operating our business.

7. Data use

- 7.1 We use your personal data to provide our services arising from any contracts entered into between you and us and to provide you with the information, products and further services that you may request from us.
- 7.2 We use your personal data to help us communicate with you effectively should you try to contact us through the Website.
- 7.3 We may use your data to supply information about offerings which we believe may interest you, including products and services from other organisations.
- 7.4 We retain personal data from closed accounts to comply with legal obligations, enforce our terms and conditions, prevent fraud, collect any fees owed, resolve disputes, troubleshoot problems, assist with any investigations and take other actions as permitted by law.
- 7.5 We may access, remove, alter, store or otherwise use any personal data if we have reason to believe that it breaches our terms and conditions, or that such steps are necessary to protect us or others, or that a criminal act has been committed, or if we are required to do so by law or appropriate authority.

8. Data protection

We take all relevant precautions to protect personal data.

9. Disclosure of personal data

- 9.1 We allow access to your personal data by third parties only in so far as it is essential to provide the above services to you, such as website hosts and businesses which assist us in undertaking communications or monitoring our site.
- 9.2 In particular, we may use a third-party provider for e-mailing. This may involve the transfer of your information to a country outside the European Economic Area (EEA). We take the necessary steps to ensure the protection of your data as foreseen in the EU GDPR.
- 9.3 We gather statistics around email opening and clicks using industry standard technologies to help us monitor and improve our communications. You can unsubscribe to general mailings at any time of the day or night by clicking the unsubscribe link at the bottom of any of our emails or by emailing us at info@eu-esf.org.

10. Your rights in relation to your personal data

Your principal rights under data protection law (EU GDPR) are:

- the right to access;
- the right to rectification;
- the right to erasure;
- the right to restrict processing;

- the right to object to processing;
- the right to data portability;
- the right to complain to a supervisory authority; and
- the right to withdraw consent.

If you wish to exercise any of these rights, you should email us at info@eu-esf.org and we will make the requested changes within 5 working days of the ESF office.