

Privacy Statement First Fifteen Executive Search & Development ("First Fifteen")

Your personal data will only be stored if you contract a service from First Fifteen or if you have given explicit permission for this. Personal data is stored by:

Entrepreneur:	Kees Theun Schmalz
Enterprise:	First Fifteen Executive Search & Development
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Chamber of Commerce number:	86543482

First Fifteen is responsible for compliance with the GDPR, conducting the administration of customers and the administration for analysis and marketing purposes. First Fifteen is responsible within the meaning of the GDPR. First Fifteen is responsible for all data processing on behalf of First Fifteen, including <https://www.firstfifteen.nl>.

First Fifteen collects and processes personal data for the administration of candidates, customers, suppliers, the execution of the service agreements, the collection of payments, customer service, the website and to comply with legal obligations.

The personal data stored by First Fifteen mainly serves to allow the execution of the agreement to deliver a business service by First Fifteen. Without collecting this data, it is not possible for First Fifteen to execute the agreement.

First Fifteen handles your personal data with the utmost care and makes every effort to store your data securely. Any data leaks are always reported to the Dutch Data Protection Authority and to the individuals whose personal data may have been compromised. In the event of a data breach, First Fifteen always takes the appropriate measures to improve the security of its website.

If you believe that your personal data is being unjustly used, obtained or stored incorrectly, and it is not possible for you to delete your data despite repeated requests, you can submit a complaint to the Dutch Data Protection Authority at any time.

In order to executive the various activities and services, the following personal data about you may be stored by First Fifteen:

- 1) Name
- 2) Address, postal code and place of residence
- 3) Telephone number(s)
- 4) E-mail address(es)
- 5) Curriculum Vitae

Personal data will never be stored longer than strictly necessary and can always be viewed, changed and deleted by you. If use is made of imagery on which natural persons are depicted, First Fifteen will always ask permission upfront from the person whose photo or image is placed. Viewing, changing and deleting (including the right to be forgotten) and withdrawing the consent given is possible by means of an unambiguous statement addressed to kees.schmalz@firstfifteen.nl.

Your personal data will in any case be deleted:

- 1) **in the performance of an agreement:** until you have explicitly withdrawn the consent you have given to us, unless the personal data must be stored based on a statutory regulation or provision.
- 2) **when paying and handling invoices:** 7 years after paying the relevant invoice, for the purpose of complying with the legal obligation of the tax authorities.
- 3) **in case of a request for a non-binding quotation:** 30 days after sending the non-binding quotation.
- 4) **for the newsletter:** after receiving your cancellation.
- 5) **when dealing with questions and complaints:** after resolving the complaint satisfactory.

For the correct execution of the agreement, First Fifteen may use several external parties who may also gain insight into your data. In any case, they will store the data for as long as this is necessary for the execution of their work. Under no circumstances will the personal data be used for purposes other than the work for First Fifteen, unless explicit permission has been requested from the person concerned. All external transfers of personal data are subject to Data Processing Agreements.

To process payments, First Fifteen uses an accountant. Personal data necessary for the processing of payments are provided to the accountant.

To send the newsletter, First Fifteen can use an e-mail service provider. Personal data, necessary for sending the newsletter are provided to the email service provider.

In addition, First Fifteen uses a web hosting party that may also have access to your personal data.

Finally, First Fifteen has concluded Data Processing Agreements with external clients, for the execution of business and service agreements. Personal data will only be shared with the external client after First Fifteen has obtained explicit permission from you.

If you would like more information about which external parties process your personal data, you can always send an email to kees.schmalz@firstfifteen.nl