

PRIVACY STATEMENT

Privacy sensitive data and/or personal data may be collected and processed through Eastwing BV and its subsidiaries Eastwing Tax BV, Eastwing Immigration BV and Eastwing Relocation BV (hereinafter: Eastwing). Eastwing ensures that the personal data we receive is treated confidentially. Eastwing is responsible for careful processing of personal data in line with the General Data Protection Regulation (GDPR). This privacy statement sets out how and why we use and process your personal data. Data may be obtained either directly (for example following a request for information) or indirectly (for example following a visit to our website). Eastwing uses this personal information exclusively for the purposes described in this Privacy Statement and will do everything in its power to protect the collected and provided personal data.

ABOUT EASTWING

We at Eastwing offer a broad range of global mobility services, amongst others but not limited to Relocation, Immigration and Tax services. We also have an extensive network of (international) service providers who provide us with valuable local knowledge and expertise in various foreign countries. Furthermore, we share our expertise with clients and relations, during seminars, workshops and in-house presentations.

Eastwing BV is registered with the Chamber of Commerce under number 72014172. Eastwing BV is the exclusive contracting party in respect to all commissioned work. This work and all legal relations with third parties are governed by our general terms and conditions at www.eastwing.nl and will be forwarded upon request.

PERSONAL DATA PROCESSING

Eastwing is responsible for the processing of personal data. Our website is www.eastwing.nl. Data Protection Officer of Eastwing is Rob den Boer (rob@eastwing.nl). Eastwing collects and processes client and visitor data for the purpose of its business operations, to raise awareness, execute and to make their products and services available to their clients. The information you provide will be used to offer you services which you have requested, as defined in the accepted service agreement or accepted quotation by email. Only personal data that you have actively supplied to Eastwing, or which you have provided through your employer or a third party, is used for processing by Eastwing. Information provided is not used for any other purpose than that for which the data was specifically collected for.

We share your personal data only with specific contractual partners with whom we have entered into processor agreements. Such data sharing is done, for example, to ensure proper follow-up of your assignment. Should we share your personal data with an office or offices located in a country outside the European Economic Area in the context of the assignment you have given us, we will take all necessary precautions to guarantee a correct level of protection within the meaning of the EU Directive on the protection of Personal Data (Directive no.9546/EC). We will not disclose your personal information to third parties without your prior consent, unless: this is in the context of providing services and information as you have requested yourself or we are under a legal obligation to do so.

PRIVACY RIGHTS OF INDIVIDUALS

Eastwing is legally obliged to provide information to individuals whose personal data is used. Eastwing must inform these individuals about what data is used and for what purpose. Eastwing is legally obliged to grant individuals the right to inspect their personal data. This means they can ask Eastwing whether it has recorded personal data pertaining to them and, if so, which data, to what purpose, who has access to these data and the origin of these data.

Eastwing can comply with this request on presentation of proof of identity. It is important that the individual clearly indicates which data they want to access and / or receive for inspection. Eastwing is legally obliged to correct, supplement, delete or shield the personal data if the person is of the opinion that the data is factually incorrect, incomplete or irrelevant for the purpose for which it was collected and / or used in violation of the law in any other sense. As of May 25, 2018 the General Data Protection Regulation (Algemene Verordening Gegevensbescherming or AVG) applies. The so-called 'Right to be forgotten' is incorporated in the GDPR. This right means that Eastwing must, in many cases, delete an individual's personal data upon request. However, pursuant to Article 52 paragraph 4 of the Algemene wet inzake Rijksbelastingen (Dutch General Tax Act), Eastwing is obliged to store this data for 5 years. If a person invokes the 'Right to be forgotten', Eastwing will shield the entire file and ensure it is only accessible to the Data Protection Officer. A request for personal data to be corrected, supplemented, deleted or screened will only be honoured if the person has submitted a copy of their identity card or passport to the Data Protection Officer, Rob den Boer (rob@eastwing.nl), so that we can verify whether the requested changes are permitted. Eastwing is legally obliged to no longer use personal data if the person to whom this data pertains submits a request for this purpose.

COMPLAINTS ABOUT USAGE OF PERSONAL DATA

If an individual should have a complaint regarding the use of the personal data by Eastwing, please contact the Data Protection Officer of Eastwing (rob@eastwing.nl). If you are not satisfied with the way in which your complaint has been handled or with the outcome of the procedure, please contact us and we will provide you with details of the Dutch Data Protection Authority (AP) to raise your complaints.

AMENDMENTS TO OUR PRIVACY STATEMENT

We reserve the right to amend this privacy statement. Changes will be published on our website www.eastwing.nl or provided directly to our clients.

Eastwing B.V. is registered with the Chamber of Commerce under number 72014172 and VAT number NL858944741b01. This work and all legal relations with third parties are governed by our general terms and conditions which include a limited liability. These terms and conditions will be forwarded upon request. Version October 2023.

HOSTING DATA

We keep all collected and processed data in a secure data center. If one of our subcontractors is located outside the European Economic Area, we, as the party responsible for the processing of personal data, will take all necessary measures for the security of our clients' data.

INFORMATION COLLECTED AND USAGE OF INFORMATION

In case of use through our website or by email, you may choose to provide us with certain personal information (such as your name, address, telephone number, e-mail address). We may use this data for various purposes:

- If you send us an e-mail message, we will use your personal data to respond to your questions or comments; or
- If you register for an event (such as a seminar or workshop), we will use your personal data to register you for this event and keep you informed of any changes or modifications pertaining to this event;
- If you register in order to receive one of our publications (such as Eastwing news) or to be kept informed of upcoming events, we will use your personal data to send you the requested information.

HOW TO EXERCISE YOUR RIGHTS?

If you no longer wish to receive email messages with direct marketing or promotions (newsflashes, publications, invitations to our seminars, etc.) from Eastwing, you can unsubscribe at any time and at no cost by sending an email to rob@eastwing.nl. To unsubscribe from our newsflash, you can also use the dedicated unsubscribe link at the bottom of the newsflash.

USAGE OF COOKIES

Eastwing uses cookies to increase usefulness and reliability on its website www.eastwing.nl. Certain cookies are necessary for our website to function, whereas others are meant to improve your user experience. Cookies are small text files that are placed on the hard disk of the computer and/or devices of visitors to certain websites. These cookies contain specific information, such as a visitor's language preference or the contents of their shopping basket. Other cookies collect statistics about the users of our website or ensure that the graphic design of the website is correctly displayed and that applications embedded in the website work correctly. Our website server's access to the information stored on your computer or device is limited to the contents of the text file of the cookie. Cookies do not contain any personal data. All cookies contain a unique code ("identifier of the server that placed the cookie, expiration date, unique number /value") on the basis of which we can recognise your browser, either during your visit to our website ('session cookies') or whenever you surf to our website again at a later time ('permanent cookies'). Permanent cookies remain stored in your system, although you can always delete or deactivate them by changing your browser preferences.

TYPE OF COOKIES USED

We use the following types of cookies on the Eastwing website:

- Strictly necessary / technical cookies: These are necessary for running our website, the use of which allows you to navigate through our website and make use of its various functions.
- Statistical / analytical cookies: Based on these cookies we can recognise visitors and track visitor numbers. Further it enables us to see how visitors navigate when they use our website. This helps us improve user navigation and make it easier for users to find what they are looking for.
- Performance cookies: These cookies collect information about how visitors use our website. They help us understand how visitors interact with our website and why any errors may have occurred, and they allow us to test new features. We use this information only to improve the performance of our website.
- Functionality cookies: These cookies allow us to enable specific functionalities on the website, thereby improving your experience.
- Tracking- / advertising cookies: Our website and marketing emails make use of tracking cookies from Google Analytics to track visitor statistics. We use these statistics to continuously improve the website and mailings ensuring any information we present to you is relevant.

GOOGLE ANALYTICS

We use Google Analytics to, among other things, gain insight into visitor flows, traffic sources and page visits on the website. This means that Google acts as a processor in the processing of personal data by Eastwing. Information collected by Google Analytics is anonymised to the greatest extent possible. For example, we cannot see which individual visitors have made specific visits to our website. Google will never process your full IP address and always masks the last octet of your IP address. Google does not use the collected information for its own purposes. We have not authorised Google to make use of the information in this manner. In addition, we do not use any other Google services in combination with the Google Analytics cookies. For more information, please refer to the Google Privacy Policy. If you do not wish to accept the Google Analytics cookies, you can adjust your browser to refuse them.

TRACKING COOKIES IN OUR MARKETING MAILS

If you sign up for the newsletter or other marketing emails from Eastwing, downloading images or clicking on a link in one of these emails will result in your personal identification. This allows us to see whether you have opened the email addressed to you or clicked through to our website. If you wish to disable this tracking, you may unsubscribe from our mailing list or adjust the settings of your browser so that it refuses cookies.