



## Privacy Statement

CO<sub>2</sub> Improve is an initiative of Greenway Logistics.

Greenway Logistics places high value on the protection of your personal data. In this Privacy Statement we want to give clear and transparent information on the way we handle personal data.

We do all we can to warrant your privacy and therefore handle personal data carefully. Greenway Logistics always complies with the applicable laws and regulations, including the General Data Protection Regulation. This means that in any case, we:

- Process your personal data in accordance with the purpose for which it was provided; this purpose and the type of personal data are described in this Privacy Statement;
- Will take care that processing of personal data is limited to only that data that is minimally required for the purposes for which it is processed;
- Ask for your explicit permission, if required, for the processing of your personal data;
- Have taken appropriate technical and organisational measures to warrant the security of your personal data;
- Will not pass on personal data to other parties, unless this is necessary for the implementation of the purposes for which it was provided;
- Are informed of your rights regarding your personal data, are prepared to point these out to you and respect them.

As Greenway Logistics we are responsible for the processing of your personal data. If after reading our Privacy Statement, or in a more general sense, you have any questions about this or wish to contact us, please do so using the contact details at the bottom of this document.

### Processing of personal data of clients, partners or suppliers

Personal data of clients, partners or suppliers is processed by Greenway Logistics for the following purposes:

- Administrative purposes;
- Communication on the assignment and/or invitations;
- Implementing or issuing an assignment.

The basis for this personal data is:

- The assignment or agreement agreed upon.



For the above purposes Greenway Logistics can request the following personal data from you:

- First name;
- Surname prefix;
- Surname;
- (Business) telephone number;
- (Business) email address;
- Gender.

Your personal data is stored by Greenway Logistics for the aforementioned processing(s) for the period of: during the term of the agreement and after that, only for the financial administration for a period of 7 years maximum.

Processing of personal data of newsletter subscribers

Personal data of newsletter subscribers is processed by Greenway Logistics for the following purpose(s):

- Informing the person through news releases.

Basis for this personal data is:

- Registration for the newsletter upon conclusion of the agreement with Greenway Logistics.

For the aforementioned purpose Greenway Logistics can request the following personal data from you:

- First name;
- Surname prefix;
- Surname;
- Email address.

Your personal data will be stored by Greenway Logistics for the aforementioned processing for the period of

- During the period that one is a client.



Processing of personal data of prospect, stakeholder/lobby contacts and/or interested persons

Personal data of prospects, stakeholder/lobby contacts and/or interested persons is processed by Greenway Logistics for the following purpose(s):

- Information provision or contacting in the form of targeted contacts by telephone or email.

Basis for this personal data is:

- Oral permission, issuing of business cards and/or links on LinkedIn;

For the aforementioned purpose(s) Greenway Logistics can request the following personal data from you:

- First name;
- Surname prefix;
- Surname;
- Telephone number;
- Email address.

Your personal data will be stored by Greenway Logistics for the aforementioned processing(s) for the period of:

- During the period one is considered a prospect, stakeholder/lobby contact and/or interested person.

Transfer to third parties

The data you provide to us can be passed on to third parties if this is necessary for the implementation of the purposes described above.

We use a third party for:

- Taking care of the internet environment of the GDPR programme;
- Taking care of the (financial) administration;
- Taking care of newsletters and invitations.

We never pass on personal data to other parties with which we have not concluded a processor agreement. With these parties (processors) we of course make the necessary arrangements to warrant the protection of your personal data. Furthermore, we will not pass on the data provided by you to other parties, unless this is legally required and permitted. We can also share personal data with third parties if you give us written permission for this.



## Within the EU

We do not pass on personal data to parties established outside the EU.

## Minors

We only process personal data of minors (persons under the age of 16) if written permission has been given for this by the parent, caretaker or legal representative.

## Storage term

Greenway Logistics does not keep personal data longer than is necessary for the purpose for which it was provided or is required by law.

## Security

We have taken appropriate technical and organisational measures to protect your personal data against unlawful processing; for instance, we have taken the following measures:

- All persons who can take note of your data on behalf of Greenway Logistics, are obliged to observe secrecy;
- We use a username and password policy on all our systems;
- We pseudonymise and encrypt personal data if there is a reason for this;
- We make backups of the personal data to be able to restore it in case of physical or technical incidents;
- We test and evaluate our measures regularly;
- Our employees have been informed of the importance of the protection of personal data.

## Rights concerning your data

You have the right of inspection, rectification or removal of the personal data we received from you. You can also object to the processing of your personal data (or part of them) by us or one of our processors. You also have the right to have the data provided by you transferred to yourself or directly to another party by your order. We can ask you to identify yourself before we can comply with the aforementioned requests.

If we are allowed to process your personal data on the basis of your permission to do so, you always have the right to withdraw this permission.



## Complaints

If you have a complaint about the processing of your personal data, we ask you to contact us immediately. If we cannot come to an agreement with you, of course we would regret this. You always have the right to file a complaint to the Personal Data Authority, being the supervisory authority in the field of privacy protection.

## Questions

If you have any questions or remarks about our Privacy Statement, please contact us!

## Contact details

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