

## **INTRODUCTION**

At Green Giraffe we are aware of the trust you are placing in us and we are committed to protecting your privacy. Therefore, this Disclaimer, Legal Notice & Privacy Policy is intended, among others, to explain how we collect, handle, store, and protect the personal data that is collected by Green Giraffe when you visit our web page or any other way of interacting with you relating to Green Giraffe's communications, such as (job applications, online or offline newsletters and magazines) that reference this Disclaimer, Legal Notice & Privacy Policy. By using the website (<https://green-giraffe.eu/>), or continuing to receive communications, you agree to the use of such information in accordance with this Disclaimer, Legal Notice & Privacy Policy.

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Green Giraffe B.V. is a private company with limited liability (*besloten vennootschap met beperkte aansprakelijkheid*) organized and existing under the laws of the Netherlands and registered with the trade register of the chamber of commerce in the Netherlands under number 30288088. Its registered office and principal place of business is at Plompstorengracht 19, 3512 CB Utrecht, the Netherlands.

## **DISCLAIMER**

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The photos on this website are (among others) from Siemens AG, RePower, Areva, Van Oord.

## **PRIVACY POLICY**

We respect your privacy and processes personal data as a data controller in accordance with the European General Data Protection Regulation (hereinafter referred to as "GDPR").

We may unilaterally change or update this Privacy Policy by amending this page, so make sure you check this page from time to time. If there are substantive adjustments made to this Privacy Policy, a clear notification will be made available on our website.

In this Privacy Policy we explain:

- what personal data we collect and how;
- for what purposes and on what grounds we process your personal data;
- how long we keep your personal data;
- who we share your personal data with;
- how your personal data is protected;
- the rights you have as data subject;
- our use of cookies;
- how you can contact us.

## **PERSONAL DATA**

Personal data is any information relating to an identified or identifiable natural person. Personal data that we process may include:

- Basic information such as your first and last name, prefix, title;
- Contact details such as your e-mail address, postal address and phone number;
- Data related to the device you use to visit our website, such as an IP address;
- Data related to your visit to our website;
- Personal data you provide us for the purpose of attending events or meetings, such as access and dietary requirements;
- Personal data you may provide us for the purpose of a job application, such as your full name, date of birth, address, phone number, nationality, marital status and any other personal data set out in your application.
- Any other personal data relating to you which you may provide us or that we may obtain in relation to the purposes and based on grounds set out below.

We collect this personal data because you provided this data to us. For example, you may provide data when entering into an agreement with us, by entering your data on our website or by giving us your business card. If you have submitted an application for a job within Green Giraffe, we may also hold your contact details in our database (via the Recruitee platform), as well as any (sensitive) information included therein, whether on purpose or not (such as race or ethnic origin, political opinions, religion or beliefs, trade union or political party memberships, genetic, physical or mental health status, dependencies, sexual orientation, social security number or ID details). The information which we keep is limited to what you have provided when you applied, and may include personal or private email, phone and physical addresses, your resume and, if relevant, references or diplomas. We use this database for the management and administration of our recruitment process and potentially to contact you again should we deem your profile to be relevant for our ongoing needs. We have not and will not share this data with any other party and will not use your contact details for any marketing purpose. We may also collect your personal data from other sources, such as counterparties, the Trade Register or by using publicly available sources.

## **PURPOSES AND LEGAL BASIS FOR THE PROCESSING OF PERSONAL DATA**

Green Giraffe may process your personal data for the following purposes:

- To provide our services;
- To comply with legal and regulatory obligations;

- For marketing and business development activities, such as news updates, invitations for our events and other marketing communications that may be of interest to you;
- To handle your job application or subscription to any of our recruitment services and events;
- To generate statistics regarding the use of the website and/or to analyse and improve the website.

We will process your personal data using one or more of the following legal grounds:

- Performance of a contract;
- Compliance with a legal obligation;
- Legitimate interest;
- Your consent

## **RETENTION PERIOD**

Green Giraffe will not store your personal data any longer than is necessary to achieve the purposes stated in this Privacy Policy or to comply with the relevant laws and regulations.

## **SHARING WITH OTHERS**

Green Giraffe may share your personal data with any company belonging to the Green Giraffe group, for the purposes described in this Privacy Policy.

In some cases we may also share your personal data with third parties. This may include, but is not limited to:

- Third parties relevant to the services that we provide;
- Third parties that we engage with, such as supervisory authorities and other bodies, in order to comply with legal obligations;
- Third party suppliers in connection with the processing of your personal data for the purposes described in this Privacy Policy, such as IT providers, communication service providers or other suppliers to whom we outsource certain support services.

We will only transfer your personal data to the above mentioned third parties for the purposes and on the legal grounds stated in this Privacy Policy.

Third parties to whom we transfer your personal data are themselves responsible for compliance with privacy legislation. Green Giraffe is neither responsible nor liable for the processing of your personal data by these third parties. To the extent that a third party processes your personal data as a data processor of Green Giraffe, Green Giraffe will conclude a processor agreement with such party that meets the requirements set out in the GDPR.

To be able to provide our services, it may be necessary for us to transfer your personal data to a recipient in a country outside of the European Economic Area. In that case, Green Giraffe will ensure that the data transfer is compliant with the applicable law.

## **SECURITY**

Green Giraffe has taken technical and organisational measures to ensure an appropriate level of security to protect your personal data from unauthorised or unlawful processing and from loss, destruction, damage, alteration or disclosure. If you have any questions regarding the security of your personal data, or if there are indications of misuse, please contact [forgetme@green-Giraffe.eu](mailto:forgetme@green-Giraffe.eu).

## **YOUR RIGHTS**

You, as a data subject, have a number of legal rights:

- The right of access, this means you can make a request to obtain access to the personal data concerning you;

- The right to rectification or correction of your personal data if it is inaccurate or incomplete;
- The right to erasure of the personal data that relates to you. Please note that there may be circumstances in which we are required to retain your data in order to meet our legal and regulatory obligations;
- The right to object to or to request restriction of the processing;
- The right to data portability. This means that you have the right to receive your personal data in a structured, commonly used and machine-readable format, and that you have the right to transmit that data to another controller;
- The right to object to profiling;
- The right to lodge a complaint with a supervisory authority;
- The right to withdraw your consent.

## COOKIES

Green Giraffe uses cookies on its website. A cookie is a simple text file that is stored on your computer by a web browser. You may refuse the use of cookies by selecting the appropriate settings on your browser. Please note that this may affect the functionality of the website.

The website does not use any tracking cookies or advertising cookies. The following functional and analytical cookies may be placed via the website without your prior consent:

Type of cookie	Purpose
Google analytics	Analytics
Mapbox.com	Functional
Fonts.com	Functional

More information about cookies can be found on [www.allaboutcookies.org](http://www.allaboutcookies.org)

Our website makes use of the following external services that track and store data:

- Google analytics (privacy policy: <https://policies.google.com/privacy>)
- Recrutee (privacy policy: <https://recrutee.com/en/privacy>)
- Mapbox (privacy policy: <https://www.mapbox.com/legal/privacy>)
- fonts.com (privacy policy: <https://monotype.com/legal/privacy-policy/web-font-tracking-privacy-policy>)

## CONTACT

If you have any questions, comments or complaints in relation to this Disclaimer, Legal Notice & Privacy Policy or the processing of your personal data by Green Giraffe, please feel free to contact your regular contact within our firm or our GDPR team via [forgetme@green-giraffe.eu](mailto:forgetme@green-giraffe.eu).

The .pdf of the Privacy Policy can be found [here](#). This Privacy Policy was last updated on 3 March 2022.