

# Netherlands Institute of Core Energetics

## Privacy Statement

### NOTES:

- PLEASE BE AWARE THAT THIS ENGLISH TEXT IS AN INFORMAL TRANSLATION OF THE ORIGINAL 'PRIVACYREGLEMENT' ISSUED IN THE NETHERLANDS' LANGUAGE.
- IN CASE OF ANY DISCREPANCIES BETWEEN THE ENGLISH TEXT AND THE NETHERLANDS' TEXT, THE NETHERLANDS' TEXT SHALL PREVAIL.

### Article 1. Definitions

In this Privacy Statement the following is understood to mean:

#### Core4Core:

The private limited company Core4Core BV registered under the Chamber of Commerce ("Kamer van Koophandel") number 09165590, which for the purposes of these terms and conditions includes the 'Netherlands Institute of Core Energetics' (also referred to as 'the Institute').

#### Involved party:

The 'Visitor', 'Subscriber' or 'User'. For the purpose of this Privacy Statement, a distinction is made between the 'Visitor', the 'Subscriber' and the 'User'.

#### Visitor:

The natural person who uses the Institute's website and/or fills in and sends the contact form on the website.

#### Subscriber:

The natural person applying for a workshop, training or education at the Institute.

#### Participant:

The natural person participating in a workshop, training or education of the Institute.

#### Personal Data:

Any information belonging to a natural (identified or identifiable) person.

#### Particular Personal Data:

Personal data relating to racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health and data concerning sexual activity or orientation.

#### Website:

The website of the Institute, accessible at <https://coreenergetics.nl/>.

#### Controller:

The legal entity responsible for the processing (storage, use, etc.) of (Particular) Personal Data.

#### Processor:

The legal entity that processes Personal Data on behalf of the controller on the instructions of, and under the conditions set by, the controller.

**Controller:**

Core4Core is a controller as referred to in Article 4, paragraph 8 of the General Data Protection Regulation (GDPR).

**Article 2. The Personal Data as processed by Core4Core****When you visit our website:**

Core4Core does not process Personal Data when you only visit the website. Your website visit is not logged, and no use is made of so-called analytical cookies.

The website uses Transport Layer Security (TLS) to secure the connection between the website and the visitor. This is therefore encrypted, i.e. protected against 'watching' and data manipulation. Please note that although TLS ensures that the connection between the website and the visitor is encrypted and therefore cannot see exactly which page you are visiting, it is possible that your internet provider, among others, can see that you are visiting the website. The Institute cannot influence this.

When you fill in the contact form on our website ([https://coreenergetics.nl/en/contact\\_us/](https://coreenergetics.nl/en/contact_us/)), you must in any case fill in your name and e-mail address, with which you provide this information to Core4Core. This data is sent over the Internet via a highly encrypted connection and the contact form is therefore technically suitable for sending confidential information. Information sent via the contact form will be stored for 1 year. After this period, the data will be destroyed.

**When you sign up for our newsletter**

For sending our newsletter we use the services of Mailchimp. In order to meet the requirements of the General Data Protection Regulation, a processing agreement has been concluded with Mailchimp. For the conditions under which Mailchimp transmits your Personal Data (in this case your e-mail address) please refer to: <https://mailchimp.com/legal/privacy/>.

**Article 3. Principles and purposes for processing Personal Data**

When you register for a workshop, training or education, Core4Core will process your data, pending the conclusion of the agreement, with a legitimate interest. Core4Core processes your Personal Data, if you are a Participant, for the execution of the (education) agreement.

**Article 4. Processing of Particular Personal Data**

Core4Core processes Particular Personal Data for the purposes of giving workshops, education and training courses (including when the Participant provides his or her 'emotional biography') only after explicit permission has been given by the Participant. Core4Core uses a separate form for this, in the context of informed consent as required under the General Data Protection Regulation, through which consent is given by Participant.

**Article 5. No transfer of Personal Data outside the EU/third countries**

Core4Core stores its Personal Data within the European Union. There is no transfer of personal data to parties outside the EU.

**Article 6. Processing of Personal Data in relation to minors**

Core4Core does not process Personal Data relating to persons under the age of 18.

**Article 7. Security of Personal Data provided to Core4Core**

Core4Core has taken appropriate technical and organisational measures to ensure the security and confidentiality of Personal Data.

To this end, Core4Core has taken visible and invisible measures. For example, for the domains "coreenergetics.nl" and "coreenergetica.nl" it uses DNSSEC and for access to stored student data (including Personal Data) it uses Two-Factor Authentication (2FA).

All teachers and assistants, the school assistant, the members of the committees, such as the examination committee and the ethics committee, and the confidential advisor have signed a strict confidentiality agreement and, if necessary, a processing agreement.

## **Article 8. Use of (sub-)processors by Core4Core and pass on to third parties**

Core4Core makes use of G-Suite (part of the Google Cloud Platform) of Google for the processing of Personal Data. A processing agreement has been concluded with Google. The Google Cloud Platform and thus G-Suite not only meets the requirements required by the GDPR but is also IS27001:2013 certified.

In accordance with Article 11.6 of the General Terms and Conditions, Core4Core makes use of the services of Bonnier Advocaten in the handling of complaints that cannot be resolved internally to your satisfaction. If a complaint is handled in the manner described in Article 11 of the General Terms and Conditions, certain (personal) data may be provided to Bonnier Advocaten. Bonnier Advocaten is not a processor as referred to in Article 4 clause 8 of the GCG, but, as processor, is independently responsible for compliance with the relevant laws and regulations. More information about Bonnier Advocaten's applicable privacy policy can be found at <https://www.bonnieradvocaten.nl/privacy>.

To the extent not included in these terms and conditions, Core4Core will not (subject to its responsibility under the law) pass on any Personal Data to third parties, unless explicit permission has been given by the party concerned.

## **Article 9. Use of e-mail**

For the sharing of Personal Data, the possibilities offered by G-Suite for this purpose are used as much as possible. The use of e-mail for the sharing of Personal Data is avoided as much as possible.

## **Article 10. Your privacy rights (as referred to in the GDPR)**

Whether you are a Visitor, Notifier or Participant; as the involved party you have a number of rights, which are set out in Chapter 3 of the GDPR. The following rights apply in any case:

### **The right to inspect:**

If the Institute has your (Particular) Personal Data, you have the right to inspect these Personal Data. Upon request, the Institute will provide you with a copy of these Personal Data.

### **The right to request for rectification:**

If the Institute has (Particular) Personal Data that are incorrect, you have the right to have these Personal Data rectified by the Institute.

### **The right to request for deletion:**

If the Institute has your (Particular) Personal Data and the processing of these data is no longer necessary, you have the right to submit a request for deletion.

### **The right to data portability:**

You have the right to take your data (read: Personal Data) with you, for example to another educational institute.

### **Article 11. Submit a request concerning your Personal Data**

If you wish to submit a request relating to your Personal Data, please send an e-mail to [privacy@coreenergetica.nl](mailto:privacy@coreenergetica.nl).

The GDPR stipulates that in that case it is the duty of the processor (i.e. the Institute) to establish the identity of the person concerned. As e-mail is not a good method of establishing the identity of the person concerned, a copy of a valid proof of identity must be provided with the request.

### **Article 12. Complaints regarding your privacy**

If you have any complaints regarding the processing of your Personal Data by the Institute, the complaints procedure as set out in Article 11 of the General Terms and Conditions apply.

In the unlikely event that you do not reach an agreement with the Institute, you have the right to submit a complaint to the Personal Data Supervisory Authority.

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