

# Privacy Policy

The privacy of visitors to <https://jmleplus.nl> is important to us.

At JML eplus, we know that privacy of your personal information is important. We are responsible for processing your personal data and this is outlined in our policy below. Please also review the Terms and Conditions which also govern use of this Site.

## Our Website Privacy Policy

JML eplus, respects the privacy concerns of its customers and the users of this Site. JML Eplus therefore provides this privacy statement to explain what information is gathered during a visit to this site and how such information may be used.

This privacy policy provides you with details of how we collect and process your personal data through your use of this site, including any information you may provide through our site when you purchase a product or service or sign up to our newsletter.

By providing us with your data, you warrant to us that you are over 16 years of age.

JML eplus is the data controller, and we are responsible for your personal data (referred to as “we”, “us” or “our” in this privacy policy).

We have appointed a Data Protection Officer who oversees privacy related matters for us. If you have any questions about this privacy notice, please contact the Data Protection Officer using the details set out below.

## Our contact details

Our full details are:

- Company Name: JML eplus
- Name of Data Protection Officer: Jo-Anne Lakofski
- Email: [info@jmleplus.nl](mailto:info@jmleplus.nl)
- Address: Vogelaer 11, 2675 SH Honselersdijk, Netherlands
- Phone: +31 (0) 615660799

## Personal data that we process

JML eplus processes your personal data because you use our services and/or because you provide this data to us yourself.

- **Identity Data** may include your first name, last name, marital status/title, gender and employer.
- **Contact Data** may include your billing address, delivery address, email address and telephone numbers.
- **Financial Data** may include your bank account and payment card details.

- **Transaction Data** may include details about payments between us and other details of purchases made by you.
- **Technical Data** may include your login data, internet protocol addresses, browser type and version, browser plug-in types and versions, time zone setting and location, operating system and platform and other technology on the devices you use to access this site.
- **Profile Data** may include your username and password, purchases or orders, your interests, preferences, feedback and survey responses.
- **Usage Data** may include information about how you use our website, products and services.
- **Marketing and Communications Data** may include your preferences in receiving marketing communications from us and our third parties and your communication preferences.

### Special and/or Sensitive personal data that we process

We do not collect any Sensitive Data about you. Sensitive data refers to data that includes details about your race or ethnicity, religious or philosophical beliefs, sex life, sexual orientation, political opinions, trade union membership, information about your health and genetic and biometric data. We do not collect any information about criminal convictions and offences.

Our website and/or service does not intend to collect data about website visitors who are younger than 16 years of age. Unless they have permission from parents or guardian. However, we cannot check whether a visitor is older than 16. We therefore recommend that parents be involved in the online activities of their children, to prevent data about children from being collected without parental consent. If you are convinced that we have collected personal data about a minor without this consent, please contact us at [info@jmlplus.nl](mailto:info@jmlplus.nl), we will then delete this information.

### For what purpose and on what basis do we process personal data?

JML eplus processes your personal data for the following purposes:

- Handling your payment
- Sending our newsletter and/or advertising brochure
- To be able to call or email you if this is necessary to provide our services
- To inform you about changes to our services and products
- To deliver goods and services to you
- JML eplus analyses your behaviour on the website to improve the website and tailor the range of products and services to your preferences.

- JML eplus also processes personal data if we are legally obliged to do so, such as data that we need for our tax return.

### **We collect data about you through a variety of different methods including:**

**Direct interactions:** You may provide data by filling in forms on our site (or otherwise) or by communicating with us by post, phone, email or otherwise, including when you:

- order our products or services;
- create an account on our site;
- subscribe to our service or publications;
- request resources or marketing be sent to you; or
- give us feedback.

**Automated technologies or interactions:** As you use our site, we may automatically collect Technical Data about your equipment, browsing actions and usage patterns. We collect this data by using cookies, server logs and similar technologies. We may also receive Technical Data about you if you visit other websites that use our cookies.

**Third parties or publicly available sources:** We may receive personal data about you from various third parties and public sources as set out below

- Technical Data
  - from the following parties: Facebook, Twitter, LinkedIn, Instagram.
  - analytics and search information providers such as Google;
- Contact, Financial and Transaction Data
  - from providers of technical, payment and delivery services such as iDeal and Paypal.

### **How long we keep personal data**

JML eplus does not store your personal data for longer than is strictly necessary to achieve the purposes for which your data is collected, including for the purposes of satisfying any legal, accounting, or reporting requirements.

To determine the appropriate retention period for personal data, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal requirements.

By law we have to keep basic information about our customers (including Contact, Identity, Financial and Transaction Data) for seven years after they cease being customers for tax purposes.

In some circumstances we may anonymise your personal data (so that it can no longer be associated with you) for research or statistical purposes in which case we may use this information indefinitely without further notice to you.

### **Sharing personal data with third parties**

JML eplus does not sell your data to third parties and will only provide it if this is necessary for the execution of our agreement with you or to comply with a legal obligation. JML eplus shares your personal data with various third parties if this is necessary for the execution of the agreement and to comply with any legal obligation. We enter into a processor agreement with companies that process your data on our behalf to ensure the same level of security and confidentiality of your data. JML eplus remains responsible for these processes.

### **Disclosures of your personal data**

We may have to share your personal data with the parties set out below:

- Service providers who provide IT and system administration services.
- Professional advisers including lawyers, bankers, auditors and insurers who provide consultancy, banking, legal, insurance and accounting services.
- Tax office, regulators and other authorities based in the Netherlands and other relevant jurisdictions who require reporting of processing activities in certain circumstances.

We require all third parties to whom we transfer your data to respect the security of your personal data and to treat it in accordance with the law. We only allow such third parties to process your personal data for specified purposes and in accordance with our instructions.

### **View, adjust or delete data**

You have the right to view, correct or delete your personal data. In addition, you have the right to withdraw your consent to data processing or to object to the processing of your personal data by JML eplus and you have the right to data portability.

This means that you can submit a request to us to send the personal data we have about you in a computer file to you or another organization mentioned by you. If you would like to exercise your right to object and/or right to data portability or if you have other questions/comments about data processing, please send a specified request to [info@jmleplus.nl](mailto:info@jmleplus.nl).

To ensure that the request for access has been made by you, we ask you to enclose a copy of your proof of identity with the request. Make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen Service Number (BSN) in this copy. This is to protect your privacy. JML eplus will respond to your request as quickly as possible, but in any case, within four weeks. JML eplus would also like to point out that you have the option to file a

complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link: [Submit a tip or complaint to the DPA | Dutch Data Protection Authority \(DPA\) \(autoriteitpersoonsgegevens.nl\)](https://autoriteitpersoonsgegevens.nl) (in Dutch).

### **How we protect personal data**

JML eplus takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know such data. They will only process your personal data on our instructions, and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where we are legally required to do so. If you feel that your data is not properly secured or there are indications of misuse, please contact our customer service or via [info@jmleplus.nl](mailto:info@jmleplus.nl).

### **Cookies, or similar techniques, that we use**

JML eplus only uses technical and functional cookies. And analytical cookies that do not infringe your privacy. A cookie is a small text file that is stored on your computer, tablet or smartphone when you first visit this website. The cookies we use are necessary for the technical operation of the website and your ease of use. They ensure that the website works properly and remembers, for example your preferred settings. We can also optimize our website with this.

On your first visit to our website, we already informed you about these cookies and asked your permission to place them. If you disable or refuse cookies, please note that some parts of this website may become inaccessible or not function properly. You can unsubscribe from cookies by setting your internet browser so that it no longer stores cookies. In addition, you can also delete all information previously stored via the settings of your browser.

For an explanation see:

[HTTP cookie - Wikipedia](https://en.wikipedia.org/wiki/HTTP_cookie)

[Wat zijn cookies? \(veiliginternetten.nl\)](https://veiliginternetten.nl/wat-zijn-cookies/) (in Dutch).

### **Third party links**

This website may include links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy statements. When you leave our website, we encourage you to read the privacy notice of every website you visit.