

# Privacy statement – FloodTags

Updated 10 July 2019

## 1. Applicability

These regulations apply to the online and offline activities of FloodTags. FloodTags is located at The Binckhorstlaan in The Hague.

## 2. Definitions

### *Personal Information*

All information about an identified or identifiable natural person ('the person'), such as name, address, date of birth, title (s), sex, address, telephone number, email address, job title, employee number, medical reports, content of e-mails, performance / numbers, letters, complaints, pictures, video, IP addresses, tracking cookies, logins and passwords.

### *Processing of personal data*

An operation or set of operations involving personal data or a set of personal data, automatically or manually, such as collection, recording, organization, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, distributing or any other form of making, assembling, alignment or combination, blocking, erasure or destruction of data.

### *Special personal data*

Personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs or your membership of a trade union, genetic information (DNA / RNA) or biometrics (e.g. pictures) for the unique identification of a person, and health information, or one's sexual behavior or sexual orientation.

### *Person*

One to whom personal data relates, and whether or not represented by a legal representative. Those involved may include: users, staff and visitors.

### *Processing Responsible Entity*

The entity that determines the purpose and means of the processing of personal data.

### *DPO*

Data Protection Officer: the person within the organisation that is

### *FloodTags*

FloodTags, controller for the purposes of these regulations.

## 3. Scope and purpose

1. This Regulation lays down rules on the processing of personal data by all those involved in the organization.
2. This regulation is applicable to all the personal data of the person processed by FloodTags. The regulation aims to:
  - a. protect the privacy of involved persons against misuse and unauthorized use of personal data.
  - b. to determine for what purpose and in which (legal) basis personal data within FloodTags are processed;

- c. also, incidentally, to guarantee that personal information within FloodTags lawful, are processed transparently, and properly;
- d. to establish the rights of those concerned and to ensure that these rights by FloodTags be respected.

**4. Objectives for processing personal data**

With the processing of personal data FloodTags complies to the relevant laws and regulations including the General Data Protection Regulation (GDPR).

*Goals*

The processing of personal data takes place for:

- a. Administering our website and business;
- b. Providing the service such as the FloodTags API or Dashboard;
- c. Personalizing our website for you;
- d. Publicizing the activities of the organization, such as on the website of FloodTags or in brochures or through social media;
- e. Calculating, recording and collecting fees, including the provision of claims by third parties;
- f. Applying for funding, dealing with disputes about and doing exercise audit;
- g. Sending statements, invoices, and payment reminders to a Person, and collecting payments from them;
- h. Sending you email notifications you have specifically requested (such as forgotten passwords, or obtaining alerts);
- i. Keeping our website secure and prevent fraud;
- j. Verifying compliance with the terms and conditions governing the use of our website;
- k. Or for comparable other uses.

**5. Purpose**

Personal data will only be used to the extent that such use is compatible with the set of Object for processing data. FloodTags will process no more information than is necessary to achieve the relevant objectives.

**6. Types of personal data**

The different categories of personal data as processed within FloodTags are recorded in a processing register.

**7. Basis Processing**

Processing of personal data occurs only if one of the following conditions is met:

- a. The processing is necessary for the fulfillment of a general interest task or a task FloodTags has as a public

authority and which require personal data processing in accordance with legal obligations and other data processing operations which are seen as being of public interest.

- b. The processing is necessary for compliance with a legal obligation of FloodTags.
- c. The processing is necessary to protect the data subject or another individual's vital interests (vital).
- d. The data subject has given consent to the processing of personal data for one or more specific purposes.

**9. Storage periods**

FloodTags retain personal data no longer than is necessary for the purpose for which they are processed, unless longer retention of personal data by law or regulation is required.

**10. Access**

Within the FloodTags organization people only have access to personal information as it is actually needed. The employee access to personal data is therefore limited to the information necessary for the proper performance of their duties, and (thus) their work.

**11. Security and confidentiality**

- 1. FloodTags takes appropriate technical and organizational security measures to prevent personal data being damaged, lost or processed unlawfully. These measures are also aimed at unnecessary collection and further prevent (not necessary) processing of personal data.
- 2. The security shall take into account the state of the art, the implementation, the context and processing purposes and in terms of likelihood and severity varying risks to the rights and freedoms of data subjects.
- 3. Anyone who has been involved in the processing of personal data within FloodTags is obliged to keep the personal data and will only process the information to the extent necessary for the exercise of the function, activity or task.

**12. Provision of information to a third party**

FloodTags can provide personal information to third parties if it rests within the meaning of Article 7 of these regulations.

**13. Social Media**

The use of personal data in social media, separate agreements in the social media protocol FloodTags.

**14. Rights subject**

FloodTags recognizes the rights of data subjects, thus acting in compliance and ensures that stakeholders can effectively exercise those rights. This concerns in particular the following rights:

*Inspection*

Any person has the right to inspect the personal data processed by FloodTags relating to them, except as regards working documents, internal memos and other documents intended for internal consultations and deliberations. If and insofar as this right of access also affects other people's rights and freedoms, for example, as well as personal data other than the data listed in the documents, FloodTags can limit the right of access. When providing the relevant information FloodTags provides further information about

- the processing;
- the categories of personal data processed;
- the recipients or categories of recipients to whom the personal data have been or will be issued;
- (if applicable) recipients in third countries or international organizations;
- (if possible) how long the data is stored;
- that the subject has the right to request that the personal data to be corrected or deleted, or which is limited to the processing of the personal data, and also that he has the right to object to the processing of the personal data;
- the source of the personal data, if the personal information is not obtained from the data itself.

*Correction, addition, deletion*

FloodTags improves the personal data of a person concerned in the case that the information is incorrect, and FloodTags fills the personal data of a person if the person rightly requested addition. Furthermore, the subject may request removal of his personal data. FloodTags shall do so if it meets the legal basis of the request, unless it is impossible to comply with the request or if this would require an unreasonable effort.

*Objection*

If FloodTags processed personal data on the basis of Article 7 a of these rules, the person concerned may object to the processing of his personal data. In that case, FloodTags ceases the processing of the personal data, unless in the opinion of FloodTags the importance of FloodTags, third parties or the public interest is higher.

*Restrict processing*

The person concerned may further request to limit the processing of his personal data, namely if he has made a request for correction, if he has created object to the processing, if the personal data is no longer needed for the purpose of the processing, or if the data processing is unlawful. FloodTags

*Notification requirement*

discontinues the processing unless the data subject has given consent to the processing, FloodTags the data needs required for a lawsuit or processing to protect the rights of another person or for serious reasons.

*Procedure*

If FloodTags at the request of a person has carried out a correction or deletion of personal data, or has limited the processing of personal data, FloodTags will inform possible recipients of the personal data on it.

*Revoke permission*

FloodTags handles a request from a person concerned as soon as possible, but no later than one month after receipt of the request down. Depending on the complexity and the number of applications this can be extended by two months. If this extension takes place, the person concerned shall be informed thereof after the receipt of the request within a month. If the person submitting an application electronically, the information provided electronically if possible, unless the person requests otherwise.

3. Where the processing of personal data requires prior consent, such consent may at any time be revoked by the person concerned or his legal representative. If consent is revoked, FloodTags ceases the processing of personal data, except if there is another base (referred to in item 7) for the data processing. The withdrawal of consent does not affect the lawfulness of processing operations have already taken place not.

**15. Transparency**

FloodTags informs the person (s) actively on the processing of their personal data, in any case, by means of a low-threshold privacy statement. In the privacy policy is listed, the following information, in any case:

- a. the contact of FloodTags;
- b. the contact of the data protection of FloodTags;
- c. the purposes of the data and the basis for the processing;
- d. a description of the interests of FloodTags if the processing is based on the legitimate interest of FloodTags;
- e. the (categories of) recipients of the data, such as processors or third parties;
- f. where appropriate: whether the personal data sent to countries outside the European Economic Area (EEA);
- g. how long the information will be kept;
- h. that the person has the right to request FloodTags access, correction or deletion of personal data, and that he has the

right to request the processing of limitation, to object, or to appeal to the right of data portability;

- i. that the person has the right to revoke their consent if the processing is based on consent;
- j. that the person has the right to file a complaint with the Authority for Personal Data;
- k. whether the provision of personal data is a legal or contractual obligation, or is a necessary condition for an agreement, and if the person obliged to provide personal data and the consequences if he does not provide the personal data;
- l. the existence of automated decision making, together with useful information about the underlying logic and the importance and the anticipated effects of the processing for the data.

**16. Obligation to report data leaks**

Any person who is involved in a processing of personal data is required to notify a data leak by return to the contact point (contact point [privacy@floodtags.com](mailto:privacy@floodtags.com)), in accordance with the protocol of security incidents and data leakage of FloodTags. A data breach is any breach involving personal destroyed or lost, altered, made accessible or provided.

**17. Complaints**

1. Where a person considers that the actions or omissions of FloodTags does not comply with the GDPR, these regulations or (other) applicable laws or regulations, a complaint may be lodged. A subject may also apply to the DPO of FloodTags (available through [privacy@floodtags.com](mailto:privacy@floodtags.com)).
2. If a complaint to the opinion of the person concerned is not completed properly by FloodTags, it can turn to the courts or the Personal Authority.

**18. Unforeseen**

If there is a situation that is not described in these Privacy Regulations, the Board of Directors of FloodTags takes the necessary measures, and decides whether this regulation should therefore be supplemented or modified.

**20. Final provision**

This regulation is referred to as the Privacy Regulations of FloodTags and comes into effect on **May 25th 2018**.