

BCON Instruments B.V., located at Nieuwlandseweg 5, 4697 RK, Sint-Annaland, The Netherlands, is responsible for processing of personal data as shown in this privacy statement.

Contact details:

BCON Instruments B.V.

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Mr. Dick Bruynzeel is the Data Protection Officer of BCON Instruments and can be reached by e-mail via d.bruynzeel@bcon-instruments.nl.

Personal data that we process:

BCON Instruments processes/collects your personal data because you use our services and/or because you provide them yourself.

Below you will find an overview of the personal data that we process/collect:

- Name and surname
- Date of birth
- Address
- Phone number / e-mail address
- Other personal data that you actively provide to us, for example by creating a profile on our website, in correspondence or by telephone.
- Information about your surfing behaviour on the internet and different websites (because BCON Instruments is part of an advertising network)
- Bank account number

All this data will only be processed and/or collected when needed.

Special and/or sensitive personal data that we process:

Our website and/or service does not intend to collect data about website visitors under the age of 16, unless they have permission from their parent(s) or guardian. However, we cannot check whether a visitor is older than 16. We therefore advise parents to be involved in the online activities of their children, in order to prevent the possibility of the collection of data from children without parental consent. If you are convinced that we have collected personal information about children under 16 without parental permission, please contact us via info@bcon-instruments.nl and we will delete this information immediately.

BCON Instruments processes your personal data for the following purposes:

- Handling your payment
- Sending newsletters and/or advertising brochures
- To be able to call or e-mail you if necessary to carry out our services
- To make sure you can create an account on our website
- To deliver goods and services to you
- BCON Instruments also processes personal data if we are legally obliged to do so, such as information that we need for our tax return.

Automated decision making:

BCON Instruments does not make decisions based on automated processing on matters that can have (significant) consequences for people.

How long do we keep personal data:

BCON Instruments does not store your personal data longer than is strictly necessary to achieve the purposes for which your data is collected. We use the following retention periods for the following (categories) of personal data:

Personal data	> 10 years or longer > You can be our customer for a longer period of time
Personal details	> 10 years or longer > You can be our customer for a longer period of time
Address	> 10 years or longer > For the shipment/delivery of products/services
E-mail address	> 10 years or longer > For sending digital documents
Phone number	> 10 years or longer > To inform you if necessary
Profile on our website	> 10 years or longer > Unless you decide to de-activate your account
Bank account number	> For as long as you are our customer

Sharing of personal data with third parties:

BCON Instruments only provides to third parties and only if this is necessary for the execution of our agreement with you or to comply with a legal obligation.

Cookies, or similar techniques, that we use:

BCON Instruments uses functional, analytical and tracking cookies. A cookie is a small text file that is stored in the browser of your computer, tablet or smartphone when you visit our website for the first time. BCON Instruments uses cookies with a purely technical functionality. These ensure that the website works properly and that, for example, your preferred settings are remembered. These cookies are also used to make the website work properly and to optimize it. In addition, we place cookies that keep track of your surfing behavior so that we can offer customized content and advertisements. On your first visit to our website, we have already informed you about these cookies and asked permission to place them. You can opt out of 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 more information, please visit: <https://veiliginternetten.nl/themes/situatie/cookies-wat-zijn-het-en-wat-doe-ik-ermee/> (NL).

Viewing, adapting or deleting data

You have the right to view, correct or delete your personal data. You also have the right to withdraw your consent to the data processing or to object to the processing of your personal data by BCON Instruments and you have the right to data portability. This means that you can submit a request to us to send the personal data we hold about you in a computer file to you or another organization mentioned by you. You can send a request for access, correction, deletion, data transfer of your personal data or request for cancellation of your consent or objection to the processing of your personal data to info@bcon-instruments.nl. To ensure that the request for access has been made by you, we ask you to send a copy of your ID with the request. Please make sure to 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) **black** in this copy. This is to protect your privacy. We will respond to your request as soon as possible, but within four weeks.

BCON Instruments would also like to point out that you have the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>.

How we secure personal data:

BCON Instruments takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized adjustments. If you have the impression that your data is not properly secured or there are indications of abuse, please contact us via info@bcon-instruments.nl.

Yours sincerely,



Dick Bruynzeel
Data protection officer