



Privacy Policy

Metalchem Recycling International B.V., hereinafter referred to as METCHEM, finds it very important to protect your personal data. In this Privacy Policy we want to provide clear and transparent information about how we handle your personal data.

We do everything we can to guarantee your privacy, therefore we handle personal data with care. METCHEM complies in all cases with applicable laws and regulations, including the General Data Protection Regulation.

This privacy policy applies to the services of METCHEM, www.metchem.nl. You must know that we are not responsible for the privacy policy of other websites and other sources. By using our website you acknowledge to accept our privacy policy.

This entails that we at least;

- Process your personal data in accordance with the purpose for which they were provided, these goals and type of personal data are described in this Privacy Policy;
- Process of your personal data is limited to only those data that are minimally required for the purposes of which they are processed;
- Ask for your consent if we need it for the processing of your personal data;
- Have taken appropriate technical and organizational measures to ensure the security of your personal data;
- Not to pass on personal data to other parties, unless this is necessary for the purposes for which they were provided;
- To be aware of your rights regarding your personal data, to point this out and to respect them.

As METCHEM we are responsible for the processing of your personal data. If, after reading our Privacy Policy, or in a more general sense, you have questions or wish to contact us, you can do so using the contact details listed above or mentioned on our website.

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Privacy Policy

Processing personal data

Processing personal data of customers or suppliers

Personal data of customers or suppliers are processed by METCHEM for the following purpose(s):

- Administrative purpose;
- Communication about the quotation and/or order;
- Carry out or issue an order.

The basis for this personal information is;

- An agreed order;

For the above objective(s), METCHEM may request the following personal data from you:

- First Name;
- Middle Name;
- Last Name;
- (Business) Phone number;
- (Business) E-Mail address;
- Sex

Your personal data will be stored by METCHEM for the aforementioned processing(s) for the period;

- During the term of the agreement and then only in the financial administration for a maximum of 7 years.

Processing personal data of newsletter subscribers

Personal details of newsletter subscribers are processed by METCHEM for the following objective(s):

- Informing the person through newsletters.

The basis for this personal information is;

- Registration for the newsletter via their contact person at METCHEM

For the purpose(s) above, METCHEM may request the following personal data from you;

- First name;
- Last name;
- (Business) E-Mail address.

Your personal data will be stored by METCHEM for the above-mentioned processing(s) for the period;

- During the period that you are registered.



Privacy Policy

Processing personal data of prospects, stakeholder-/lobby contacts and/or interesting parties

Personal details of prospects, stakeholder-/lobby contacts and/or interesting parties are processed by METCHEM for the following purpose(s):

- Provision of information in the form of newsletters and/or targeting contacts.

Foundation for this personal information is:

- Oral agreement, issuing a business card and/or via linking on LinkedIn

For the above purpose(s), METCHEM may request the following personal data from you:

- First Name;
- Middle Name;
- Last Name;
- (Business) Phone number;
- (Business) E-mail address.

Your personal data will be stored by METCHEM for the above-mentioned processing(s) for the following period:

- During the period that one is seen as a prospect, stakeholder/lobby contact and/or interested party.

Processing personal data of employees

Personal data of employees are processed by METCHEM for the following purpose(s):

- Implement the employment contract.

The basis for this personal information is:

- The employment contract

For the above objective(s), METCHEM may request the following personal data from you:

- First Name;
- Middle Name;
- Last Name;
- Telephone number;
- E-Mail address;
- Date of birth;
- Salary data;
- Copy ID;
- BSN number;
- Bank details.

Your personal data will be stored by METCHEM for the above-mentioned processing(s) for the following period:

- During the period that one has a contract.
- When contract is over, data will only be kept in financial administration for a maximum of 7 years.



Privacy Policy

Provision to third parties

The information that has been provided to METCHEM may be provided to third parties if this is necessary for the execution of the above described purposes.

We use a third party for:

- Taking care of the (financial) administration;
- Taking care of newsletters and invitations;
- Taking care of transporting goods;
- Other services for the benefit of the order.

We never pass on personal data to other parties with whom we do not have a processor agreement. With these parties (processors), we make the necessary arrangements to ensure the security of your personal data. Furthermore, we will not provide the information provided by you to other parties, unless this is legally required and permitted. An example of this is that the ILENT (Dutch Government for Living Environment and Transport) requests (personal) data from us in the context of an investigation. In such a case, we must cooperate and are therefore obliged to provide these (business) data. We may also share personal data with third parties if you give us permission in writing.

Minors

If you are 16 years or younger, you may only use our website under the supervision of your parents or legal representatives.

Storage period

METCHEM does not store personal data longer than necessary for the purpose for which it was provided or required by law.

Security

We have taken appropriate technical and organizational measures to protect your personal data against unlawful processing, for example we have taken the following measures;

- All persons who are able to access your data on behalf of METCHEM are obliged to maintain their confidentiality;
- We use username and password policy on all our systems;
- We pseudonymize and ensure the encryption of personal data if there is reason to do so;
- We make back-ups of the personal data in order to be able to recover these in case of physical or technical incidents;
- We regularly test and evaluate our measures;
- Our employees have been informed about the importance of the protection of personal data.



Privacy Policy

Rights concerning your data

You have the right to inspect, rectify or delete the personal data we have received from you. You can also object to the processing of your personal data (or a part thereof) by us or by one of our processors. You also have the right to have the information provided by you transferred by us to yourself or by order of you directly to another party. We can ask you to identify you before we can respond to the aforementioned requests.

May we process your personal data on the basis of an authorization given by you, you always have the right to withdraw this permission.

Changes to this Privacy Statement

We may change this Privacy Statement from time to time. IT is advisable to consult this Privacy Statement regularly.

Complaints

If you have a complaint about the processing of your personal data, we ask you to contact us directly. If we do not come together, you have the right to file a complaint to the Dutch Data Protection Authority, this is the supervisory authority in the field of privacy protection.

Into force

This (renewed) Privacy Statement entered into force on April 1, 2019.