PRIVACY POLICY

SHE MATTERS

Stichting She Matters and She Matters B.V. ("She Matters") endeavors to protect the privacy of users of its Website. Please read this Privacy Policy carefully and in full before registering, placing an order or otherwise using the website at https://www.shematters.nl.

ARTICLE 1. DEFINITIONS

In this Privacy Policy, the following definitions apply:

Applicable Privacy Legislation:	Applicable Privacy Legislation, including the General Data Protection Regulation ("GDPR") and the relevant national implementation acts.
Controller:	The natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of Personal Data.
Personal Data:	Personal Data concerns any information concerning an identified or identifiable natural person that is Processed by She Matters as described in Article 3 of this Privacy Policy.
Privacy Policy:	The present Privacy Policy.
Processing:	An operation or set of operations which is performed on Personal Data or on sets of Personal Data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.
She Matters or "we":	Stichting She Matters / She Matters B.V. Stationsplein 45, 4th Floor 3013 AK Rotterdam The Netherlands Chamber of Commerce number: 69389519 / 72472405
Website:	https://www.shematters.nl

ARTICLE 2. SCOPE PRIVACY POLICY

2.1 This Privacy Policy applies to every use of the Website by you and governs the Processing of Personal Data via the Website. She Matters is the Controller for this Processing.

2.2 The Website contains references to websites of third parties (for example hyperlinks, banners or buttons). She Matters is not responsible for compliance with the Applicable Privacy Legislation by these third parties. We recommend you to carefully read the privacy policies of the third party websites you are visiting.

ARTICLE 3. PERSONAL DATA COLLECTED

3.1 We may collect the following Personal Data from you:
- a. First name;
- b. Last name;
- c. Email address;
- d. Telephone number;
- e. Personal Data provided by you depending on your message at the contact form (if any);
- f. IP/MAC address;
- g. Location.

3.2 Via our Website we do not collect sensitive Personal Data such as passports and health data, unless if you mention it in your message at the contact form.

3.3 Personal Data is collected by us:
- a. by requesting a She Matters newsletter;
- b. otherwise using the Website.

3.4 We will only Process the Personal Data in accordance with Applicable Privacy Legislation as described in this Privacy Policy.

ARTICLE 4. PURPOSES AND LEGAL GROUND FOR PROCESSING

4.1 We collect and Process your Personal Data solely for the purposes specified below:
- a. **Communication**: Your Personal Data may be used to communicate with you about our services and programs and to inform you of matters that are important for you and/or use of the Website and the handling of any complaints or other inquiries. This Processing of Personal Data is necessary for purposes of a legitimate interest pursued by She Matters, namely to conduct its normal business.
- b. **Marketing**: Your Personal Data may be used to send a newsletter, if you have registered for it. To approach you via e-mail for marketing purposes, we always request your prior consent. You always have the option to unsubscribe from mailings. This Processing of Personal Data is based on consent (article 6 paragraph 1 section a GDPR).
- c. **Applications**: Your Personal Data may be used to handle an application correctly. This purpose refers to applications made via website through the contact form as well as applications that have not been submitted via the website, for example prior to the intake meeting or at a fair. Your application may include special categories of Personal Data ("sensitive data") such as religious background or health related Personal Data. This Processing of Personal Data is based on explicit consent (article 9 paragraph 2 section a GDPR).

4.2 If we intend to further Process the Personal Data for a purpose other than that the Personal Data have been collected, we will provide you with information about that other purpose and all relevant further information before that further Processing.

ARTICLE 5. TRANSFER OF PERSONAL DATA TO THIRD PARTIES

5.1 We will only disclose Personal Data to third parties when required by law or to our employees, contractors, designated agents, partner companies/future employers, mentors, workshop facilitators, experts or third-party service providers if necessary for the purposes described in this Privacy Policy, including third-party service providers who provide services to us or on our behalf. Third-party service providers may include, but are not limited to hosting providers.

5.2 If and insofar as we transfer Personal Data with parties in countries outside the EEA that do not have an adequate level of protection, we will agree with these parties data protection provisions set by the European Commission, so called Standard Contractual Clauses. A copy of the agreed standard provisions can be requested by you at She Matters. Please contact us if you would

like to obtain additional information on the transfer of Personal Data out of the EEA.

ARTICLE 6. SECURITY

6.1 We take appropriate organisational and technical security measures to protect your Personal Data and to prevent misuse, loss or alteration thereof. In addition, we limit access to Personal Data to those employees, agents, contractors and other third parties who have a need to have access. Also the aforementioned persons involved are bound by a confidentiality obligation, either in their employment agreements or (data processor) contracts.

6.2 We have internal safety guidelines in place including a data breach policy in which is described how to deal with a suspected Personal Data breach. We will notify the relevant supervisory authority and the data subjects involved if required under Applicable Privacy Legislation.

6.3 We store your Personal Data which we collect via the Website on servers in and outside the EEA, including the Unites States. The storage will involve transferring your data outside the EU. Reference is made to article 5.2 of this Privacy Policy.

ARTICLE 7. RETENTION PERIODS

7.1 We do not store your Personal Data any longer than strictly necessary for the purposes for which we collect the Personal Data. When determining the retention period, careful consideration is made of how long the data is necessary for the purpose for which we collect the personal data, whether they may become relevant again and whether mandatory statutory retention periods apply that require the retention of the data. For more information about the retention period of your personal data, please contact us via the contact details as mentioned in article 10.

7.2 You can request She Matters to delete the Personal Data at any stage. If the Personal Data are no longer required for the purposes for which we collected or otherwise Processed the Personal Data, and there is no legal obligation for She Matters to retain the data, we will remove the Personal Data.

ARTICLE 8. COOKIES

8.1 She Matters uses cookies to ensure that the Website functions properly.

8.2 Cookies are small pieces of information that are stored by the browser on your computer. She Matters uses different types of cookies for different purposes.

a. Functional cookies: cookies that are necessary for the Website to function properly, including cookies that are necessary to create an account;

b. Analytical cookies: cookies that ensure that insight can be gained into how you use (parts of) the Website, so that She Matters can improve the Website and that it fits as well as possible with what you find interesting and important. She Matters does not use the data obtained with these cookies to study the use of the Website at an individual level, but only at an aggregated level.

8.3 We only use third party cookies to improve the quality and effectiveness of the Website. For example, it uses Google Analytics, which is set up in a privacy-friendly manner.

8.4 Most browsers are set to accept cookies by default. You can set the browser to disable cookies or indicate when a cookie is being sent. However, it is possible that some functions and services of both She Matters and other websites do not function properly if cookies are disabled.

ARTICLE 9. YOUR RIGHTS

9.1 In so far as the Personal Data Processing is based on consent, you have the right to withdraw consent at any time.

9.2 You have the right to request access to your Personal Data. This enables you to receive a copy

of the Personal Data we hold about you.

9.3 You have the right to request rectification of the Personal Data that we Process about you. This enables you to have any incomplete or inaccurate Personal Data we hold about you corrected.

9.4 You have the right to request erasure of your Personal Data. This enables you to ask us to delete or remove Personal Data where there is no good reason for us continuing to Process it.

9.5 You have the right to object to Processing of your Personal Data where we are relying on a legitimate interest. Insofar as the Processing of your Personal Data takes place for direct marketing purposes, we will always honour your request. For Processing for other purposes, we will also cease and desist Processing, unless we have compelling legitimate grounds for the Processing which override your interests, rights and freedoms or that are related to the institution, exercise or substantiation of a legal claim.

9.6 You have the right to request restriction of Processing of your Personal Data.

9.7 You have the right to request to transfer your Personal Data to you or to a third party. We will provide to you, or a third party you have chosen, your Personal Data in a structured, commonly used, machine-readable format. Note that this right only applies to automated information which you initially provided consent for us to use.

9.8 We may request specific information from you to help us confirm your identity and your right to access, and to provide you with the Personal Data that we hold about you or make your requested changes.

9.9 The exercise of the abovementioned rights is free of charge. We will provide you with information about the follow-up to the request immediately and in any case within one month of receipt of the request. Depending on the complexity of the request and on the number of requests, this period can be extended by another two months. We will notify you of such an extension within one month of receipt of the request. Applicable law may allow or require us to refuse your request. If we cannot provide you with access to your Personal Data, we will inform you of the reasons why, subject to any legal or regulatory restrictions.

9.10 If your requests are manifestly unfounded or excessive, in particular because of the repetitive character, we will either charge you a reasonable fee or refuse to comply with the request.

ARTICLE 10. CONTACT DETAILS

10.1 For any questions, complaints or in the event that you wish to make use of one of the rights mentioned in Article 9 of this Privacy Policy, you can contact us via the contact details below:

Address:	Stichting She Matters / She Matters B.V. Stationsplein 45, 4th Floor 3013 AK Rotterdam The Netherlands
Email address:	info@shematters.nl
Telephone number:	+31 (0) 619173293

ARTICLE 11. DATA PROTECTION AUTHORITY

11.1 In addition to the above mentioned rights you have the right to lodge a complaint with a supervisory authority, in particular in the EU Member State of your habitual residence, place of work or of an alleged infringement of the GDPR at all times.

ARTICLE 12. MISCELLANEOUS

12.1 She Matters is entitled at all times to delete your account without notice. In such a case, She Matters owes no compensation to you as a result of the termination of the account.

12.2 She Matters reserves the right to change this Privacy Policy on a regular basis. It is your responsibility to regularly review the applicable conditions. This Privacy Policy is last amended and revised in November 2018.

12.3 If a provision from this Privacy Policy is in conflict with the law, it will be replaced by a provision of the same purport that reflects the original intention of the provision, all this to the extent legally permissible. In that case, the remaining provisions remain applicable unchanged.