# **Privacy Policy NanoEnzo BV**

https://nanoenzo.com/

## About our privacy policy

NanoEnzo BV cares a lot about your privacy. We therefore only process data that we need for (improving) our services and we handle the information we have collected about you and your use of our services with care. We never make your data available to third parties for commercial purposes.

This privacy policy applies to the use of the website and the services provided by NanoEnzo BV. The effective date for the validity of these conditions is 17/02/2025, with the publication of a new version the validity of all previous versions expires. This privacy policy describes what information about you is collected by us, what this data is used for and with whom and under what conditions this data may be shared with third parties. We also explain to you how we store your data and how we protect your data against misuse and what rights you have with regard to the personal data you provide to us.

If you have any questions about our privacy policy, please contact our privacy contact person, you will find the contact details at the end of our privacy policy.

## About data processing

Below you can read how we process your data, where we store it (or have it stored), which security techniques we use and who has access to the data.

#### Webshop software

#### Websteen

NanoEnzo.com our webshop is developed with software from Websteen. Personal data that you provide to us for the benefit of our services, are shared with this party. Websteen has access to your data to provide us with (technical) support, they will never use your data for any other purpose. Websteen is obliged to take appropriate security measures based on the agreement we have concluded with them. These security measures consist of the application of SSL encryption and a strong password policy. Websteen uses cookies to collect technical information regarding your use of the software, no personal data is collected and/or stored.

Websteen reserves the right to share collected data within its own group in order to further improve services.

#### **Email and mailing lists**

#### Otherwise

We send our e-mail newsletters with our webshop software 'Anders'. Anders will never use your name and e-mail address for its own purposes. At the bottom of every e-mail that is automatically sent via our website you will see the unsubscribe link. You will then no longer receive our newsletter. Your personal data is stored securely by Anders. Anders uses cookies and other internet technologies that provide insight into whether e-mails are opened and read. Anders reserves the right to use your data. use to further improve the services and to share information with third parties in this context.

#### Office365

We use the services of Office365 for our regular business email traffic. This party has taken appropriate technical and organizational measures to prevent abuse, loss and corruption of your and our data as much as possible. Office365 does not have access to our mailbox and we treat all our email traffic confidentially.

### **Payment processors**

#### Buckaroo

We use the Buckaroo platform to process (part of) the payments in our webshop. Buckaroo processes your name, address and place of residence details and your payment details such as your bank account or credit card number. Buckaroo has taken appropriate technical and organizational measures to protect your personal data. Buckaroo reserves the right to use your data to further improve the service and to share (anonymized) data with third parties in this context. All the above-mentioned guarantees with regard to the protection of your personal data also apply to the parts of Buckaroo's service for which they engage third parties. Buckaroo does not store your data for longer than is permitted under the statutory terms.

### Reviews

#### WebshopKeur

We collect reviews via the WebwinkelKeur platform. If you leave a review via WebwinkelKeur, you are required to provide a name and email address. WebwinkelKeur shares this information with us so that we can link the review to your order. In some cases, WebwinkelKeur may contact you to provide an explanation of your review. In the event that we invite you to leave a review, we share your name and email address with WebwinkelKeur. They use this information solely for the purpose of inviting you to leave a review. WebwinkelKeur has taken appropriate technical and organizational measures to protect your personal data. WebwinkelKeur reserves the right to engage third parties for the purpose of providing the service, for which we have given WebwinkelKeur permission. All the above-mentioned guarantees with regard to the protection of your personal data also apply to the parts of the service for which WebwinkelKeur engages third parties.

## Shipping and logistics

#### GLS

If you place an order with us, it is our job to have your package delivered to you. We use the services of GLS to carry out deliveries. For this purpose, it is necessary that we share your name, address and place of residence with GLS. GLS uses this information only for the purpose of executing the agreement. In the event that GLS uses subcontractors, GLS will also make your information available to these parties.

#### Invoicing and accounting

#### Wefact

We use the services of Wefact to maintain our administration and accounting. We share your name, address and place of residence details and details regarding your order. This data is used to administer sales invoices. Your personal data is sent and stored protected. Wefact is obliged to maintain confidentiality and will treat your data confidentially. Wefact does not use your personal data for purposes other than those described above.

## Purpose of data processing

#### General purpose of the processing We use

your data exclusively for the purpose of our services. This means that the purpose of the processing is always directly related to the order you provide. We do not use your data for (targeted) marketing. If you share data with us and we use this data to contact you at a later time - other than at your request - we will ask you for explicit permission to do so. Your data will not be shared with third parties, other than to meet accounting and other administrative obligations. These third parties are all bound to confidentiality on the basis of the agreement between them and us or an oath or legal obligation.

#### Automatically collected data Data that is

automatically collected by our website is processed with the aim of further improving our services. This data (for example your IP address, web browser and operating system) is not personal data.

#### Cooperation with fiscal and criminal investigations In certain cases,

NanoEnzo BV may be required by law to share your data in connection with fiscal or criminal investigations by government authorities. In such a case, we are forced to share your data, but we will oppose this within the possibilities that the law offers us.

#### Retention periods We

retain your data for as long as you are a client of ours. This means that we retain your client profile until you indicate that you no longer wish to use our services. If you indicate this to us, we will also regard this as a request to be forgotten. This also means that we will not retain your data for longer than two years from the last contact moment or transaction, unless there is a legal justification for this. Based on applicable administrative obligations, we must retain invoices with your (personal) data, so we will retain this data for as long as the applicable term runs.

However, employees no longer have access to your client profile and documents that we have produced in response to your order.

### Your rights

Based on the applicable Dutch and European legislation, you as a data subject have certain rights with regard to the personal data that is processed by or on behalf of us. Below we explain what these rights are and how you can invoke these rights. In principle, in order to prevent misuse, we only send transcripts and copies of your data to your e-mail address already known to us. In the event that you wish to receive the data at a different e-mail address or, for example, by post, we will ask you to identify yourself. We keep an administration of processed requests; in the event of a request to be forgotten, we administer anonymized data. You will receive all transcripts and copies of data in the machine-readable data format that we use within our systems. You have the right to file a complaint with the Dutch Data Protection Authority at any time if you suspect that we are using your personal data incorrectly.

#### **Right of access**

You always have the right to view the data that we (have) process and that relate to you personally or can be traced back to you. You can submit a request to that effect to our contact person for privacy matters. You will then receive a response to your request within 30 days. If your request is granted, we will send you a copy of all data to the e-mail address known to us, with an overview of the processors who have this data, stating the category under which we have stored this data.

#### **Right of rectification**

You always have the right to have the data that we (have) process and that relate to your person or can be traced back to you, adjusted. You can submit a request to that effect to our contact person for privacy matters. You will then receive a response to your request within 30 days. If your request is granted, we will send you a confirmation that the data has been adjusted to the e-mail address known to us.

#### Right to restriction of processing You always have

the right to restrict the data that we (have) process that relates to you personally or can be traced back to you. You can submit a request to that effect to our contact person for privacy matters. You will then receive a response to your request within 30 days. If your request is granted, we will send you a confirmation to the e-mail address known to us that the data will no longer be processed until you lift the restriction.

#### Right to portability You always have

the right to have the data that we (have) process and that relate to your person or can be traced back to you, processed by another party. You can submit a request to that effect to our contact person for privacy matters. You will then receive a response to your request within 30 days. If your request is granted, we will send you copies of all data about you that we have processed or that have been processed by other processors or third parties on our behalf to the email address known to us. In all probability, we will no longer be able to continue providing the service in such a case, because the secure linking of data files can then no longer be guaranteed.

#### Right to object and other rights You have the right

to object to the processing of your personal data by or on behalf of NanoEnzo BV in applicable cases. If you object, we will immediately cease processing the data pending the handling of your objection. If your objection is justified, we will provide you with transcripts and/or copies of data that we (have) processed and then permanently cease processing. You also have the right not to be subject to automated individual decision-making or profiling. We do not process your data in such a way that this right applies. If you believe that this is the case, please contact our contact person for privacy matters.

## Cookies

#### **Google Analytics**

Cookies from the American company Google are placed via our website as part of the Analytics service. We use this service to track and receive reports on how visitors use the website.

This processor may be required under applicable laws and regulations to provide access to this data. We have not allowed Google to use the obtained analytics information for other Google services.

#### Third party cookies In the event

that third party software solutions use cookies, this is stated in this privacy statement.

## **Changes to the Privacy Policy**

We reserve the right to change our privacy policy at any time. However, you will always find the most recent version on this page. If the new privacy policy has consequences for the way in which we process already collected data with regard to you, we will inform you of this by e-mail.

# **Contact details**

## NanoEnzo BV

De Eenruiter 6, 3833 SB Leusden, The Netherlands, T 0031 (85) 007-9900

E info@nanoenzo.nl Contact person for privacy matters Chris Alkema