

Privacy statement Human Activities

This privacy statement is applicable to the website, newsletter, webshop and other services by Human Activities

The website www.humanactivities.org processes privacy-sensitive data, meaning personal information of its users. Because a careful handling of this personal data is important to our organisation, we are making sure this data is processed and stored in a safe way. In this document, we are informing you which data Human Activities is collecting when you use the website or any of our other services, why we are collecting this data and how this is used to improve your user experience.

Contact information: Human Activities, Potgieterstraat 23 H, 1053XP Amsterdam,
e-mailadres: office@humanactivities.org

Purposes of collecting data

When you use one of our services, we may ask you to provide some of your personal information. This information is used to deliver the service. This personal data will be stored on the secure server of Human Activities or that of a third party we are using. We will not combine these data with any other personal information the organisation may have of you.

Visiting the Website

We collect data to gain more insight into our visitors and users of the website and our services, so that we can adapt our services to meet their needs and wishes. The website www.humanactivities.org makes use of “cookies” (text files that are placed on your computer) to help the website analyse how people use it. The information on your use of the website, as generated by the cookie, may be transferred to the secure servers of Human Activities or that of a third party. If we use this information, its only purpose is to keep track of how you use the website and to generate a report on my website’s activity.

Communication

When you send us an e-mail or any other messages, there is a possibility we will store this information. Sometimes we will ask for personal data that are relevant to the specific situation. This will enable us to answer your questions or queries. This personal data will be stored on the secure server of Human Activities or that of a third party we may be using. We will not combine this data with any other personal information we may have of you.

Newsletter

When you sign up to the newsletter, Human Activities will receive your name, e-mail address and any preferences you may state. These data will also be stored in Mailchimp, the party we use for sending out newsletters. If you signed up for the newsletter, we will store your data for as long as you are subscribed to the newsletter. Should you choose to unsubscribe, you will no longer receive any newsletter and your data will be stored for an additional 3 months, after which everything will be permanently deleted.

Webshop

We collect the following data in connection with sales: name, company name (not mandatory), email address, phone number, postal address and payment details per payment method. We process these personal data for the purpose of implementing the purchase agreement concluded with you. The legal ground for processing this personal data may be the performance of the contract concluded with you, or compliance with a legal obligation, or a combination of both.

Job Applications and Employees

When you apply for a job vacancy at Human Activities, your email address and personal data that are contained in your CV and/or letter of motivation. We process these personal data for the purpose of handling your job application. The legal ground for processing these personal data is our legitimate interest in finding suitable candidates. When a job candidate has been taken on, a personnel file is maintained in accordance with legal obligations.

Purposes

We do not collect or use information for any other purposes than those described in this privacy policy, unless we have explicitly gained your permission to do so.

Third parties

The information will not be shared with third parties.

Period of data storage

If you have made use of a service by Human Activities, or collaborated with us, we will save your data for the purpose of providing the service or executing the collaboration. This

personal information will be stored until you indicate to us your wish for a removal of this data from our administration. If you do not indicate this, your relevant data will be carefully stored in our administration for at least 7 years, in accordance with the legal requirements of the Dutch tax department (Belastingdienst).

Changes

This privacy statement is drafted in accordance to the current use and possibilities of this website. Possible adaptations or changes of/to the website may lead to a revision of this privacy statement. It is therefore advisable to regularly re-visit this statement.

Choices in the content and usage of your personal data

Human Activities offers all visitors and business contacts the opportunity to review, revise, edit or remove their personal information. You have the right to object to the processing of your data. You have the right to transfer the data to another party. You have the right to revoke your permission to use your personal data.

If you have any complaints in regard to how we use your personal data, you can contact the Autoriteit Persoonsgegevens (Authority Personal Data, <https://autoriteitpersoonsgegevens.nl/>). Please note that providing some personal information may be a requirement in the delivery of a service.

Disabling cookies

Most browsers are automatically set to accept cookies, but you may adjust your browser settings to refuse all storage of cookies or to provide a notification when a cookie is stored. Turning off cookies in your browser may, however, result in certain functions and services on the website not functioning properly.

Your rights

The GDPR gives you various rights concerning your personal data. These rights include:

- Right of access. You may submit to us free of charge a request for information about the processing of your personal data.
- Right to rectification. At your request we will correct or add to your personal data if these are incorrect or incomplete, taking account of the purpose of the processing.
- Right to erasure. Where one of the grounds of Article 17 of the GDPR applies, we will erase your personal data without undue delay.
- Right to withdraw your consent. You may withdraw your consent to the processing of your personal data at any time.

- Right to object. You have the right to object to the processing of your personal data if the processing is based on the legal ground of our legitimate interest.
- Right to restriction. You have the right to obtain from us a restriction of processing of your personal data. This right may be exercised if one of the elements of Article 18 of the GDPR applies. The consequence of this is that your personal data will (temporarily) not be processed or changed.
- Right to data portability. You have the right to receive your personal data from us in a structured, commonly used and machine-readable format and to transfer them to another controller.
- Right to submit a complaint. You have the right to submit a complaint to the Dutch Data Protection Authority if you are of the opinion that your personal data are being processed in contravention of this privacy statement.

You may send a request to exercise these rights to office@humanactivities.org. We will respond to your request as soon as possible and will observe the statutory deadlines.

Questions and feedback

Human Activities regularly checks back to see if we are compliant to this privacy policy. If you have any questions regarding this policy, you may contact us via office@humanactivities.org.