

Privacy policy of ITS

We are convinced that the protection of your personal data is essential. When we process your personal data, we do so in accordance with the Regulation General Data Protection act on May the 25th 2018 ('the RGDP').

Through this privacy policy, we wish to clarify the following questions:

- Who is responsible for processing this data? (PART I)
- What kind of data are we dealing with? (PART II)
- What are your rights regarding the processing of this data? (PART III).

Therefore, please read this privacy policy carefully and read it again regularly. Indeed, future adaptations cannot be excluded.

This privacy policy was last modified on June the 30th 2018.

If there are still points that are not clear enough, you can always contact our company via the following address mydata@itssa-wood.com.

PART I. Person responsible for data processing

The data concerned are processed by the companies of the ITS Group (hereinafter ITS). According to the RGDP, ITS is considered to be the controller of the data processing, which means that ITS is responsible for the correct processing of the data concerned, and in case of any questions or for the application of your data processing rights, you can contact ITS :

Address : Chaussée de Liège, 548, 5100 Jambes mentioning RGDP department

Company number : 0434.785.870

Tel: 081/22.32.95

E-mail address: mydata@itssa-wood.com

PART II. Purposes of data processing

The purposes of the data processing relate to the activities of ITS, namely the contractual relations, sending various offers as part of our relationship, sending information about ITS, and the possession of personal information about our employees.

Depending on the service you use, ITS processes your personal data in the manner described below. For each processing of these data, you have the rights described in the PART III.

Visit of our website

When you visit our website, based on our legitimate interest in collecting statistics concerning the use of our website, cookies might be installed on the hard disk of your device for a better adaptation of the recurring visitor needs.

- The information contained in cookies is not used to analyze the behavior of navigation of individual visitors.
- The information contained in cookies is not used for any commercial purpose and is not sold to third parties.
- On-site forms or interactive applications and services where visitors must give information such as name, address, e-mail, language preference and / or other data are only used to process the visitor's request and get in touch. The data is only used for this purpose and is not recorded longer than necessary.

Mailing Policy: Members and Interested Persons / Stakeholders

We may process personal data in such a way that we can address different mailings related to our services (e.g. a newsletter).

You can at any time ask to no longer receive mailing of this type by sending your request by email to mydata@itssa-wood.com.

We never sell your personal data to third parties.

Security

The security of personal data is a major priority for ITS. ITS takes the adequate technical and organizational security measures to protect data personal character.

In addition, ITS also asks its service providers who process personal data on their behalf, to always take the necessary security measures.

PART III. Your rights in relation to the processing of your data

Your rights

In addition to the right to withdraw any consent you have given, you may send a request for consultation, rectification, deletion, limitation, transfer of your personal data or to oppose the processing of your personal data at the following address: mydata@itssa-wood.com

In order to ensure that you made the request for consultation yourself, we will ask to accompany your request with a copy of your identity document. The ID card format and your name should remain visible, you can blacken all other personal data. This is to protect your privacy.

We reserve the right not to respond to requests that are clearly not founded or excessive. The information we have about you, or a statement that specifies that we have no information about you, are sent to you free of charge in the month following your request. If necessary, this period may be extended by two months given the complexity and the number of requests. Your request will be kept as long as a recourse is possible.

Note: If you apply, we must judge if we can answer it. A retention period imposed by law or regulation or a legitimate interest may possibly effect we cannot reserve a favorable response to your request.

Violation related to your personal data

ITS makes every effort to protect personal data against loss, misuse and abuse or falsification. Nonetheless, if a breach concerning personal data happens, and if it poses a high risk to your rights and freedoms, ITS will inform you without delay of this violation, according to the conditions defined in the RGDP.

Who to contact in case of a complaint?

At first it is better to contact the following address: mydata@itssa-wood.com but if the complaint relating the abuse of personal data is not treated correctly, you have the right to introduce a complaint to the Protection Authority of data, Rue de la Presse 35, 1000 Brussels, or via e-mail address : contact@apd-gba.be (also see www.autoriteprotectiondonnees.be)
