

# PRIVACY STATEMENT

## Regarding this privacy statement

We, BelgiumSurgeryServices, attach great importance to the protection of your personal data and your privacy. That is why we only use your personal data in accordance with the Privacy act and other relevant legal regulations. Privacy act refers to the Act of 8 December 1992 on the protection of privacy in relation to the processing of personal data. Any referral to the GDPR is a referral to the regulation of 27 April 2016 on the protection of natural persons with regard to the processing of personal data, also referred to as the General Data Protection Regulation.

With this privacy statement BelgiumSurgeryServices wants to inform you about how your personal data are processed and what your rights relating to this are. By using our website [www.belgiumsurgeryservices.com](http://www.belgiumsurgeryservices.com) you give your explicit consent that we are able to process your personal data.

This privacy statement may be subject to changes in the future. We therefore advise you to regularly consult this document. Any considerable content-related change will also be clearly communicated.

## Who processes your personal data

The website [www.belgiumsurgeryservices.com](http://www.belgiumsurgeryservices.com) is the property of:

BelgiumSurgeryServices

Roombaardstraat 39

9810 Nazareth

Belgium

VAT no.: 0894 080 375

E-mail: [info@belgiumsurgeryservices.com](mailto:info@belgiumsurgeryservices.com)

Telephone: +32 (0)479 81 73 47

## Which personal data are processed:

We, BelgiumSurgeryServices, undertake to only process the data that are necessary for the purposes for which they were collected. The following personal data are processed by BelgiumSurgeryServices:

Identification data:

More specifically:

## Purposes of the processing of your personal data

BelgiumSurgeryServices collects personal data to offer a secure, optimised and personalised user experience. This collection of personal data can be expanded if you make more intensive use of our services.

Data processing is essential for the operation of this website and the related services and/or delivered products.

We process your data for the following purposes:

- to provide access to your user profile.
- the delivery and possibly the installation of products, possibly personalised.
- invoicing and accounting.
- to offer information.
- to provide general and personal services.
- to send out newsletters and offers that can be useful and/or necessary for you.
- to obtain and process user ratings.
- to provide technical support, after sales service.
- to improve general and personal services.
- to improve the supplied products, possibly personalised.
- to detect and prevent fraud, mistakes and or criminal behaviour.
- marketing.

When you visit [www.belgiumsurgeryservices.com](http://www.belgiumsurgeryservices.com) data are also collected for statistical purposes. These data are necessary to optimise the use of our website. It concerns the following data:

- IP-address.
- origin of the visit.
- presumable location of the website visit.
- time of the website visit.
- duration of the website visit.
- brand and type of the used device (computer, tablet or smartphone) to visit the website.
- browser used during the website visit.

When you visit the website you agree with this collection of statistical data, as specified above.

The visitor provides his/her personal data to BelgiumSurgeryServices himself/herself and can therefore exercise a level of control over the content, completeness and correctness of the data. If it were to become apparent that the data are incomplete or incorrect, BelgiumSurgeryServices reserves the right to temporarily or permanently not carry out certain actions.

BelgiumSurgeryServices only processes the data for internal usage. We can assure you that your personal data are not sold, transferred or notified to third parties connected to us, unless it concerns subcontractors who are jointly responsible for the delivery of the product or performance of the requested service. These subcontractors shall only process your data for the purposes specified in this privacy statement. BelgiumSurgeryServices has adopted all necessary legal and technical measures to avoid unauthorised access and use of your personal data.

## **Use of cookies**

When you visit the [www.belgiumsurgerieservices.com](http://www.belgiumsurgerieservices.com) website, 'cookies' may be saved on your disk to align the website better with the needs of the recurrent website visitor.

These cookies help us to optimise your visit to the website and to remember technical choices. We therefore advise you to enable cookies. However, if you don't want to use cookies and you choose to disable them, we refer to our cookie policy.

For a more in-depth explanation of how we use cookies to obtain and process your personal data, we refer to our cookie policy.

## **Your rights**

### **Right to lawful and secure processing of your personal data**

BelgiumSurgeryServices always processes your personal data with due care. This includes the following:

- your personal data are processed in accordance with the justified purposes described in this privacy statement.
- your personal data are only processed in so far this is necessary and relevant, nor too excessive.
- your personal data are only saved for as long as necessary to achieve the purposes as specified in this privacy statement.

We have adopted the necessary technical measures to limit the risks of unlawful access to your personal data, or the processing thereof, to a minimum. In the event the IT systems are hacked BelgiumSurgeryServices shall immediately adopt all possible measures to limit the damage to a minimum.

### **Right of access, rectification and erasure of personal data**

After providing proof of your identity, you have the right to find out from BelgiumSurgeryServices whether your data are processed. If your data are in our files you have a right of access to the collected personal data. If you want to use your right of access, BelgiumSurgeryServices shall comply within one month after receiving the request. The request can be made either by registered post or by e-mail to [info@belgiumsurgerieservices.com](mailto:info@belgiumsurgerieservices.com).

Incomplete or wrong data can always be rectified. It is up to the visitor to primarily adapt incomplete or wrong data himself/herself. You can exercise your right to rectification by contacting us. BelgiumSurgeryServices shall change your personal data at the latest one (1) month after your request.

Moreover, you have the right to have your personal data erased by us within a reasonable period of time. However, the "right to be forgotten" is only possible in the following cases:

- when the personal data are no longer necessary in relation to the purposes for which they were originally collected.
- when there is no other legal ground for the processing and the personal data were collected with consent.

- when you object to the processing of your personal data and there are no overriding legitimate grounds to save your existence. “Legitimate grounds” includes accounting and other legal obligations.
- when the personal data have been unlawfully obtained.
- when the personal data have to be erased for compliance with a legal obligation.

BelgiumSurgeryServices decides itself whether one of the aforementioned conditions has been met.

### **Right to object against and the right to restriction of the processing of your personal data.**

You have the right to obtain a restriction of the processing of your personal data:

- during the period required for BelgiumSurgeryServices to verify the accuracy of your personal data in the event of a dispute.
- when the personal data are obtained unlawfully and you oppose the erasure of the personal data and request the restriction of their use instead.
- when the user's personal data are no longer necessary for the purposes of the processing and the user needs the personal data for the establishment, exercise or defence of legal claims.
- during the period required for BelgiumSurgeryServices to verify whether all conditions have been met to erase the personal data.

At all times you have the right to object against the processing of the personal data. BelgiumSurgeryServices shall suspend the processing of your personal data, unless BelgiumSurgeryServices demonstrates compelling legitimate grounds for the processing of the personal data which override the right to object.

You can exercise your right to object by contacting us. BelgiumSurgeryServices shall change your personal data at the latest one (1) month after your request. The request can be made either by registered post or by e-mail to [info@belgiumsurgeryservices.com](mailto:info@belgiumsurgeryservices.com).

### **Right to data portability**

As visitor you have the right to receive the personal data you provided to BelgiumSurgeryServices in a structured and machine-readable format. Furthermore, you have the right to transmit the data to another data controller if the processing solely depends on the user's consent.

You can exercise your right to data portability by contacting us. BelgiumSurgeryServices shall change your personal data at the latest one (1) month after your request. The request can be made either by registered post or by e-mail to [info@belgiumsurgeryservices.com](mailto:info@belgiumsurgeryservices.com).

### **Right to withdraw your consent for the processing and the right to lodge a complaint**

At all times you have the right to withdraw your consent for the processing of your data. However, this changes nothing to the lawfulness of the processing based on the consent before the withdrawal.

You can assert your right to object by contacting us. BelgiumSurgeryServices shall change your personal data at the latest one (1) month after your request. The request can be made either by registered post or by e-mail to [info@belgiumsurgeryservices.com](mailto:info@belgiumsurgeryservices.com).

Moreover, you also have the right to lodge a complaint relating to the processing of your personal data by BelgiumSurgeryServices with the Belgian Commission for the protection of privacy.