

# Privacy Policy

## Processing of personal data

This policy applies to all persons who visit our website [zample.nl](http://zample.nl) or use one of our services.

In this policy, the Testcenter (Zample) is called TM, the person responsible for personal data is Biocuros B.V. hereinafter referred to as Biocuros, while you are called the User. Biocuros B.V. is responsible for all information that you provide in contact with TM, which can be on our website via e-mail, chat, telephone or when visiting our physical receptions or offices.

TM can be contacted for questions as below:

E-mail: [info@zample.nl](mailto:info@zample.nl)

Post: Biocuros B.V., Opaalstraat 1, 2332TA, Leiden

## Purpose

We want you as the User to feel safe when you entrust us personal data. That is why we have established this policy that is being phased out from current data protection legislation and clarifies how we work to exercise your rights and your privacy.

## Background

We process your personal data in order to fulfill our obligations against you as a User and for the purpose of complying with the legislation and requirements that Biocuros has as a registered advisor. We can also collect information about you who are not yet a User / Customer but who want to be contacted by TM.

Biocuros acts as personal data controller for the processing that TM does in order to be able to deliver its services. As the person responsible for personal data, Biocuros is responsible for ensuring that your personal data is processed in a secure manner and that the Data Protection Regulation (GDPR) is complied with. We do not process sensitive personal data unless there is specific consent to handle such personal data.

We need your personal information to be able to give you good service and offer the care or services that we undertake to perform. We also need your personal information to comply with laws and regulations and perform customer and market analyzes.

What personal data do we process?

We process personal data in order to fulfill legal obligations and contractual obligations, as well as by consent to give you offers, advice and other services. Here are examples of personal data we process:

- Social security number
- Full name
- Registration address
- Email
- Phone number
- Passport number

How do we access your personal information?

We try as much as possible to get your consent before we start processing your personal data. When you agree to our Terms of use when booking an appointment, ordering a service or at contact with TM, you also agree that we treat your personal data.

You have the right to withdraw your consent at any time by contacting us at [info@zample.nl](mailto:info@zample.nl) and you can also delete cookies stored in your browser. If you revoke your consent we will no longer process your personal data or collect it new, provided it is not needed to fulfill our obligations under agreement or law. Keep in mind that revocation of consent may mean that we are unable to fulfill our obligations in relation to you.

We also gain access to your personal information in the following ways:

- Information that you provide to us directly
- Information that is registered when you visit our website
- Information we receive from public registers
- Information we receive when you sign up for newsletters and others mailing
- Information we receive when you respond to surveys and surveys
- Information that we receive when you contact us, apply for employment with us, visit us or otherwise contact us

When do we disclose your personal information?

Our starting point is not to disclose your personal information to third parties party if you have not agreed to it or if it is not necessary to fulfill our obligations, eg services administered by authorities (reporting to the GGD) at statutory infection tracing, or other statutory reporting obligation.

Personal data assistants to the TM

TM uses personal data assistants for some of our services and cloud solutions. TM undertakes to have a personal data

assistant agreement with all assistants and that these assistants, in addition to complying with the GDPR, also comply with TM requirements for integrity, availability and security applicable in TM's internal information security policy.

We collect, process and analyze data on the use of our websites. Traffic data is information linked to visitors on the web page and the data handled in communication fields to send, distribute or make messages available.

We use cookies and similar technology to deliver services to you, offer a secure online environment, manage our marketing and provide you a better online experience, monitor the website's performance and make the content of our web pages more relevant to you.

You can specify in the browser settings whether you want to allow or not allow cookies. If you choose not to allow cookies, you can still use our websites and our services, but the use of some Features and parts of our website and services can be powerfully limited.

## Changes to this Privacy Policy

We may from time to time change this privacy policy. This can, for example, be necessary if the law changes, or if we change our business in a way that affects privacy. Any changes will be posted directly on our websites. We recommend that you check this page regularly to stay up to date.

## Your rights

As a customer or User of TM's services, you have the following rights:

- You have the right to receive information about which personal data processing which is done with us.
- You have the right to request one free of charge once a year register extract where you can see what personal data processing we have about you.
- You have the right to request correction if we have errors registered about you.
- You have the right to be deleted under these conditions:
  - The information is no longer needed for the purpose for which it was collected.
  - If the information is saved with your consent and you recall consent.
  - If the treatment is based on a balance of interests and it is not there are legitimate reasons that outweigh your interest.
  - If the personal data has been processed illegally.
  - If you object to treatment for direct marketing purposes.
- The right to be deleted does not apply if we are obliged by law (e.g. the Accounting Act) to retain the information.
- You have the right to data portability (the right to receive your personal data moved) provided that the legal basis is consent or agreement and what you can get out is personal data that concerns you, which provided by you or generated by your actions / activities .
- You have the right to request a limitation in the treatment, but not get request fulfilled if it is a requirement that the processing takes place in order to the product / service should work.
- You have the right to object to a personal data processing and TM will then cease processing while the matter is being investigated.

- You have the right to lodge a complaint with the Privacy Protection Authority over treatments performed by us.

If you want to invoke any of your rights, contact our customer service via e-mail [info@zample.nl](mailto:info@zample.nl)