

Privacy statement EU-Roots Werving en Selectie

The new European privacy law will take effect on 25 May. We continue to handle the processing of personal data with care and we would like to inform you clearly and transparently about this. We have brought our privacy statements into line with the new rules, which will soon be available here.

If you choose to voluntarily provide us with information, we will use this information in accordance with our Privacy Policy.

EU-Roots recruitment and selection is convinced that the privacy of its candidates, flexworkers, employees, as well as of other relations and visitors of the website is essential. The personal data are therefore handled with the utmost care and secured, in accordance with the requirements of the Personal Data Protection Act (WBP).

Who are we

EU-Roots is located in Waalwijk, Professor Zeemanweg 25, 5144 NN is responsible for data processing (Responsible within the meaning of the Personal Data Protection Act).

Technical information and cookies

In general, our website can be visited without your personal data being passed on to us. Like many other websites, this website automatically collects certain non-identifiable information about the users of the website, such as the Internet Protocol (IP) address of your computer, the IP address of your Internet Service Provider, date and time of access. to the website, the internet address of the website from where you are directly linked to our website, the operating system you use, the parts of the website you visit, the pages of the website you have visited and the information you have viewed, information about the type of device you use for your visit to the site, the geo location where you are located and the material that you send or download from the website. This technical information is used to manage the website and system administrator, and to improve the website and its use. These technical data may be passed on to third parties and can be permanently stored for future use.

EU-Roots uses cookies and web statistics.

We do this to see how visitors use our website. This information helps us to improve the site. A cookie is a file that is stored on your computer. These cookies can be recognized during a follow-up visit to our website. You can read more about this in our cookie statement.

When we collect your personal data

We collect your data from the moment you enter or leave your details on our website, you register at one of our locations or register in some other way or are registered to make use of our services. We may also collect information from you if you have placed it on public funds that could indicate that you would be interested in work-related services. In that case we will approach you if you are

interested in registering with us in accordance with our conditions and with due observance of this Privacy Statement. If you are not interested, we can process relevant data from you in order not to be approached by us.

Why we collect your personal data

We collect and process your data for the execution of our HR services, including mediation, temporary employment, secondment, payroll, recruitment & selection, personal development and employability, payroll administration and personnel management.

More specifically, your personal data are processed to:

1. to be able to make offers and / or provide information about the services and other activities and to better attune them to your wishes and qualities, this is done by our employees and partly automated (for example with a vacancy alert)
2. to approach you for commercial offers, newsletters and promotional campaigns that may be of interest to you, only if you have registered for this (opt-in)
3. to be able to assess your suitability and availability in connection with mediation to permanent or temporary work or an assignment, whereby test results, reference checks, social media can also be used (if this is relevant for the job and is indicated in the vacancy text) , etc.
4. to enter into an employee or personnel / broker relationship with you and to carry out the relevant administration for this purpose
5. to fulfill our reintegration obligations and to comply with (the government's imposed purpose) to help people with a large (er) distance to the labor market to work
6. to be able to record an assignment with the client in an agreement with the client and to maintain and fulfill the contract with the client
7. to promote your personal development and employability, including training, education and testing
8. for management purposes including management information, providing internal controls and operational safety and performing audits and auditing
9. quality objectives such as certification
10. to apply for subsidies, premium discounts and the like
11. if we have entered into an employee or personnel / broker relationship with you, for compliance with laws and regulations, including but not limited to identification, labor law, tax and social security legislation, fraud prevention and national and international sanctions legislation.

What personal information we collect from you

We process the personal data necessary for our service; part of this information is required to use our services. Additional information may be desirable in order to better tailor the service to your wishes and qualities or to meet more specific questions or obligations from clients. You are responsible for the accuracy and relevance of the information you provide.

More specifically, this concerns - among other things - the following (documents with) personal data:

At registration:

- Name and address details, e-mail address and other contact details
- birth data, age, gender
- curriculum vitae (CV), information about training, internships and work experience
- information about training and education and / or testing that you have followed or done yourself or through us
- data on availability and leave
- other data that may or may be important in the assessment of the suitability of the candidate, for example references and testimonials
- passport photo and video (introduction) - on a voluntary basis

The moment you can work / work / work for EU Roots:

- nationality, BSN number, ID certificate, work permit
- other data related to staff, salary and absenteeism registration

EU-Roots only records special personal data if this is necessary to comply with its legal obligations, insofar as permission has been given, or if this is otherwise permitted by or pursuant to the law. 'Special personal data' refers to data on race, religion or belief, political opinion, health, sexual life, trade union membership, criminal data and / or personal data about unlawful or obstructive behavior.

with whom we can share your personal data (candidates, flex workers, self-employed persons)

EU Roots can pass on your personal data to its clients, subcontractors (eg data processors) who provide services on behalf of her or carry out assignments, suppliers, government agencies and other business relations. And in all other cases where we can be obliged to do so, for example by a court order or a court order.

The provision of the personal data takes place on the basis of a legitimate interest, legal obligation and / or to execute the agreement in accordance with the goals stated in "Why do we collect your personal data?".

How long do we keep your personal data

The retention periods we use depend on the applicable statutory retention periods.

Candidates (if you have not (yet) worked for EU Roots)

Your mediation data (CV, work experience, training, test results, etc.) are available up to two years after the last contact if you did not work for EU Roots. You will receive a message from us that you are registered with us both one year after the last contact and two years after the last contact.

If you no longer wish to be brokered, you can unsubscribe via Yellow Yard (online recruitment system of EU Roots). You will no longer be contacted and mediated by EU Roots. Your personal data are available for three calendar months in a protected environment (in the case of Recruitment, this

period is 24 months in connection with claim risks). In this protected environment, your data is only available for EU Roots under strict conditions in accordance with the set goals and deadlines. Your data will be permanently deleted after the aforementioned periods have expired.

if you work / worked for EU Roots

Your personal data are available up to two years after the end of employment.

Certain personal data are available for EU Roots longer, for example for claims, audits and tax obligations.

If you no longer wish to be brokered, you can indicate this in Yellow Yard (online recruitment system of EU Roots). You will no longer be contacted and mediated by EU Roots /. Your personal data will then be archived in a protected environment after two years. Your personal data will then only be available for EU Roots under strict conditions in accordance with the applicable goals and deadlines.

Personal details of business relationships

(contact details of employees of clients, suppliers, vendors, referees and any other agency with which we maintain a business relationship)

Eu-Roots processes the personal data of those involved who work for companies with whom we do business (1) for making offers for and / or providing information about the services and other activities and (2) maintaining a business relationship and (3)) to conclude and maintain a commission agreement.

We process, among other things, the following personal details of business relationships:

- contact names, contact details and functions,

EU-Roots can pass on personal data obtained from its business relations if this is necessary to achieve the objectives of the business relationship or for the purpose of mediation. This information may be passed on to applicants or candidates, business partners and subcontractors (eg data processors) who provide services on its behalf, and in all other cases where EU Roots may be required to do so, for example by a court order or a court order. Personal data can be passed outside the Netherlands. Eu-Roots has taken the necessary measures to ensure that all personal data transmitted are adequately protected.

Your rights: access and / or change data

for candidates, flexworkers, freelancers and business relations:

If you have your own account in Yellow Yard (online recruitment system of EU Roots), you have access to a large part of the personal data registered about you. You can change a number of data yourself at any time, such as making changes to your CV or your account details.

If you wish to inspect your total personal data processing and / or change or delete data that you can not adjust yourself, you can contact your contact at EU Roots.

for other relations:

You have the right to inspect and change the personal data registered about you. To do so, you can contact your contact person at EU Roots.

Security

EU-Roots makes every effort to optimally protect your personal data against unauthorized use. We do this on the basis of physical, administrative, organizational and technical measures. For example: only authorized persons have access to the data. If and insofar as data is provided to data processors who provide services or carry out assignments on its behalf, EU-Roots has agreed with them that they also provide optimum protection of the personal data.

questions, comments, complaints or (suspicion) data breach

If you have any questions, comments or complaints about the protection of your personal data by EU-Roots, you can contact us in writing or by e-mail via herman@eu-roots.nl or EU Roots Recruitment and Selection with respect to Herman Teklenburg, Prof. dr. Zeemanweg 25, 5144 NN, Waalwijk. You can also reach us by telephone on telephone number 06 51627076

If there is a (presumption of) a data breach, we request you to report this directly via herman@eu-roots.nl

Changes

EU Roots may from time to time make changes, additions or changes to its Privacy Statement for various reasons. The most up-to-date Privacy Statement can always be viewed on the EU Roots website. This version was prepared in May 2018.