

## **Privacy declaration**

Diamond Insight is responsible for the processing of personal data as shown in this privacy statement.

### **Personal data that we process**

Diamond Insight processes your personal data by using our services and / or by providing it to us yourself.

Below is an overview of the personal data we process:

- First and last name
- Address data
- Phone number
- E-mail address
- Bank account number

### **Special and / or sensitive personal data that we process**

Our website and / or service does not intend to collect data about website visitors who are younger than 16 years. Unless they have permission from parents or guardians. However, we can not check if a visitor is older than 16. We encourage parents to be involved in the online activities of their children, in order to prevent data about children being collected without parental consent. If you are convinced that we have collected personal information about a minor without this permission, please contact us via [info@diamondinsight.nl](mailto:info@diamondinsight.nl), then we will delete this information.

### **For what purpose and on what basis we process personal data**

Diamond Insight processes your personal data for the following purposes:

- Handling your payment
- You can call or e-mail if necessary to carry out our services
- inform you about changes to our services and products
- To deliver goods and services to you
- Diamond Insight also processes personal data if we are legally obliged to do so, such as information that we need for our tax return.

### **Automated decision-making**

Diamond Insight does not make decisions based on automated processing on matters that can have (significant) consequences for people. These are decisions that are taken by computer programs or systems, without involving a person (e.g. an employee of Diamond Insight).

## **How long we store personal data**

Diamond Insight does not store your personal data longer than is strictly necessary to achieve the purposes for which your data is collected.

## **Sharing personal data with third parties**

Diamond Insight provides only to third parties and only if this is necessary for the execution of our agreement with you or to comply with a legal obligation.

## **Cookies, or similar techniques, that we use**

Diamond Insight does not use cookies or similar techniques.

## **View, modify or delete data**

You have the right to view, correct or delete your personal data. In addition, you have the right to withdraw your consent to the data processing or to object to the processing of your personal data by Diamond Insight and you have the right to data portability. This means that you can submit a request to us to send the personal information we have in your computer file to you or another organization mentioned by you.

You can send a request for access, correction, deletion, data transfer of your personal data or request for cancellation of your consent or objection to the processing of your personal data to [info@diamondinsight.nl](mailto:info@diamondinsight.nl)

To ensure that the request for access has been made by you, we ask you to send a copy of your ID with the request. Make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and citizen service number (BSN) black in this copy. This is to protect your privacy. We respond to your request as quickly as possible, in any case within four weeks.

## **How we protect personal data**

Diamond Insight takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. If you have the impression that your data is not properly secured or there are indications of abuse, please contact us at [info@diamondinsight.nl](mailto:info@diamondinsight.nl)

## **Contact**

Diamond Insight, Jan van Scorelstraat 59, 4907 PK Oosterhout, The Netherlands  
Tel: +31 162 471141