

PRIVACY STATEMENT OF INVOLVED

This is the Privacy Statement of Involved. In order to serve you well and to carry out our work as efficiently and effectively as possible, Involved processes your personal data.

Involved considers careful handling of your personal data to be of great importance. Your personal data will therefore be carefully processed and secured by us. You can count on your data at Involved to be safe and that we comply with the applicable legal rules.

Why does Involved have a Privacy Statement?

In this Privacy Statement we have listed for you how we handle your personal data. You can read in this Privacy Statement which personal data we process about you, for what purposes, who may view your data, how we store your data, to whom we pass on your data and what influence you can exert on it yourself. Your interest is our priority!

What are personal data?

Personal data is all data that can be traced back to a natural person and that is you. For personal data you can think of: your name, address, date of birth, telephone number and e-mail address. We obtain this kind of data from you if, for example, you fill out a form, send a letter or e-mail, or call us. Even if you visit the Involved website, you provide us with personal data in some cases. For example, in the form of an IP address or a cookie.

When your personal data is shared with Involved by yourself or by a third party, we process it. The meaning of the concept of processing is broad and includes: collecting, storing, consulting, deleting, using and providing data to third parties. But erasure or destruction is also covered by the term 'processing'.

To what does this Privacy Statement apply?

This Privacy Statement applies to all personal data that Involved processes in the context of its services. This takes place in a fully or partially automated manner.

From whom does Involved process personal data?

We may process personal data of all persons with whom we are in contact, or who visit this website. These include (potential) dental candidates, dental practices and other clients of Involved. We also process personal data of contacts of our (potential) clients, business customers, suppliers or business partners.

Important: if you, as an organization or company, pass on personal data of your employees to us, then you are obliged under the applicable legislation to inform your employees about this. You can give this Privacy Statement to your employees. They know exactly how Involved handles their personal data.

Who is responsible for the processing of your personal data?

The person responsible for processing your personal data is Involved, located at Piccolopad 8, 3822 CR Amersfoort. The controller is the person who formally-legally decides whether and, if so, which personal data are processed, for what purpose and in what way.

Involved
Chamber of Commerce number
Piccolopad 8
3822 CR Amersfoort
06-13723509
info@Involved.nu
www.Involved.nu

What does Involved use your personal data for?

Involved may only process your personal data if we have a legal basis for doing so. The legal bases for processing your personal data are:

- your consent. Consent given may be withdrawn at any time;
- the processing of your data is necessary for the execution of an agreement;
- the processing of your data is necessary to comply with a legal obligation;
- the processing of your data is necessary to combat serious danger to your health; and
- the processing of your data is necessary for the sake of Involved, where your interest does not prevail.

Involved processes your personal data for the purpose of efficient and effective business operations, in particular in the context of carrying out the following activities:

In general, we only collect and process your data for the performance of our tasks: as recruitment and selection, mediation, placement, secondment, personal development and employability, payroll administration and personnel management.

More specifically, we ask you to share your personal data with us for, among other things, the following purposes:

- To enter into and maintain an employment relationship with you.
- To enter into and maintain a relationship aimed at acquiring/executing assignments.
- To assess your suitability for a particular position or assignment, to record your availability and to put you in contact with or introduce yourself to one or more dental practices.
- To mediate you to work, career advice and/or other (work related) services including training, to be involved in dental practices, to arrange Dutch language education.
- To be able to conclude agreements with you, our client(s) and/or relations and to be able to execute and fulfil them.
- To inform you about our services and our other activities in order to better match your wishes and qualities (e.g. sending a vacancy alert).

- For management purposes and the generation of management information and reports, conducting market analyses, (internal and external) audits, and promoting and maintaining our quality and operational safety.
- To be able to give you access to and use our private web portal with your own account.
- In order to comply with the applicable laws and regulations and/or to apply for subsidies and premium discounts, for example the identification or payment of taxes and social contributions.
- To comply with legal (re-)integration obligations and to comply with the government's mandate to help people with a distance from the labour market to work.
- To be able to send you personal messages and special offers that are in line with your personal interests, based on the information you have shared with us and the information we have collected through cookies or similar techniques about your use of Involved's websites/social media/blogs.
- To improve our products and services (e.g. via our website and the private web portal) or to solve (technical) problems when using the website or our services.

We only process your personal data for the aforementioned purposes. When we use your data for other (closely related) purposes, we will inform you about this in accordance with the law and take the necessary measures.

What personal data do we process?

Upon registration:

- Name and address details, e-mail address and other contact details.
- Birth data, age, gender.
- Curriculum vitae (CV), information about education, internships and work experience.

- Information about training and/or tests that you have followed or done yourself or through us.
- Information about availability and leave.
- other data that may or may be relevant in the context of the assessment of your suitability, for example references and certificates passport photo and video (introduction) - on a voluntary basis.

When you can start working for us:

- nationality, BSN number, PROOF ID, work permit.
- other data related to the personnel, salary and absence registration.

How does Involved handle your personal data?

Careful, secure and confidential. Involved has prepared a policy document for this purpose.

Supervision of the processing of personal data

The rules on the protection of your personal data are laid down in the General Data Protection Regulation. The Dutch Data Protection Authority (AP) ensures that this law is complied with. If you believe that the provisions of this Privacy Statement do not insufficient compliance with us, you have the right to lodge a complaint with the AP. The AP's contact details are:

Bezuidenhoutseweg 30

2594 AV The Hague

Phone: 0900-2001201

Safe

In order to protect your privacy and the confidentiality of your data, Involved takes appropriate technical and organizational measures. We take security measures to prevent misuse of and unauthorized access to personal data, such as. applying access control, firewalls and secure servers, and encryption of certain types of data, such as financial information and other sensitive data. In addition to securing the systems, we also want not everyone within Involved to have access to all your data. Our systems are designed in such a way that employees can only see the information for which they are authorized.

Reporting incidents

If it turns out unexpectedly that something has not gone well with the protection of your personal data, or we suspect that this is the case, we will report this to the AP. If the breach of your personal data may have adverse or adverse consequences for you, we will let you know as soon as possible.

Confidential

We assume that your data is always confidential in nature. Every Involved employee is therefore obliged to maintain confidentiality. This also applies to third parties hired by Involved or otherwise appointed to perform work. Persons in charge of carrying out technical work on our systems are also obliged to maintain confidentiality. In short, anyone who has insight into your data is charged with a duty of confidentiality.

How long do we keep your data?

Involved does not store your data for longer than is necessary for the purposes for which your data is processed. Involved does not store your data for longer than is permitted by law. How long certain data is stored depends on the nature of the data and the purposes for which they are processed. The retention period can therefore vary per purpose.

Providing to third parties

We explicitly do not provide your personal data to third parties, unless this is necessary in the context of the execution of the agreement. Except if this is required by law or if you have given us your consent. Involved may also be obliged to provide personal data on the basis of laws or regulations, on the basis of a ruling of a competent court, or in the event of fraud or abuse. If that's the case, Involved will cooperate.

Transfer of your data to countries outside the European Union

Involved will not pass on your data to a company or establishment in a country outside the European Union, unless a model agreement has been concluded for this purpose or if you have signed a declaration in which you consent to the transfer.

Personal contact with Involved

Many contacts between you and Involved are done by telephone, via forms, e-mail or Social Media. We record personal data that you provide if this is necessary for our services.

Contact in different ways: relations are increasingly in contact with Involved via e-mail, Social media (Facebook, LinkedIn, Twitter) or via www.involved.nu. Sms, WhatsApp and chatting are also used. Of course, a lot of information is also exchanged via letters and forms. The initiative to have contact can come from you but also from Involved. The personal data that you pass on to us may be processed by Involved. For example, to answer your questions, make offers or to improve the quality of our services.

Calling Involved: If you call us or we call you, we can record the phone call. We do this in order to train, coach and assess our employees and to optimize the quality of our services so that we can better serve you.

Visit to the Website of Involved: When you visit our website, we register your IP address, visitor data and cookies. Below you can read what we use this data for.

What do we do with your IP address?

Anyone using the Internet has an IP address. Also if you use internet with your mobile phone.

Without an IP address, you cannot use the internet. Involved tracks IP addresses to protect you from internet fraud.

What do we do with your visit details?

The Involved websites keep general visitor data, such as the most visited pages. With this information we can further optimize the layout on our website. This data can also be used to put more targeted information on the site. This way we can further improve our services. We also record how visitors click through the Involved website. This data is only stored and edited internally. They are used for statistical analyses of visiting behaviour, for the fight against fraud and to be able to make personal offers.

What do we do with cookies?

We use cookies on this website. A cookie is a simple small file that is sent along with pages of this website and by your browser on your hard drive of your computer, tablet, phone. etc. ('device'), is saved. With your permission, we place "tracking cookies" on your device. We use these cookies to keep track of which pages you visit, in order to build a profile of your online behaviour. This profile is not linked to your name, address, e-mail address and the like, but only to, for example, tailor vacancy alerts to your profile so that they are as relevant to you as possible. Through our website, a cookie is placed by the American company Google, as part of the "Analytics" service. We use this service to track and get reports on how visitors use the website. Google may provide this information to third

parties if Google is legally obliged to do so, or insofar as third parties process the information on behalf of Google. We have no influence on this. The information that Google collects is anonymised as much as possible. Your IP address will explicitly not be provided. The information is transferred to and stored by Google on servers in the United States.

What are your rights?

When Involved processes your personal data, you have certain rights in accordance with the applicable regulations. Your rights will be explained below.

We will notify you when we process your personal data

Involved provides you with information about our identity, about the purposes for which and the ways in which we process your data, about the rules that apply to it, about the rights you have and how you can influence it. This information may be omitted if you are already aware of the processing of your data or if a communication to you is impossible or costs us a disproportionate effort.

Access to your data

Are you registered with Involved and would you like to see which personal data of yours are known to us? Then you can use your 'Right of access'. However, we ask you to indicate specifically which personal data you would like to receive.

Right to rectification

You have the right to rectify data if your data is incorrect or incomplete. You also have the right to rectify the data if the data is not relevant for the purpose for which we process it, or if your data has been processed by us in violation of a legal requirement. We will inform the third party(s) who have received your data from us of any rectification, unless this is impossible or requires a disproportionate effort from us.

Right to erasure

In addition, you have the right to have certain data deleted. For example, when your data is no longer necessary for the purposes for which we received it, you object to the processing or when your data has been processed unlawfully by us. However, we cannot always delete all requested data, as we are (may) be obliged to retain certain data about you. Think of BSN or a copy of your identity document if you work or have worked for us.

Right to restriction of processing

You also have the right to restrict the processing of your data. The right to restriction means that we may not (temporarily) process your personal data and may not change it. This is the case if you dispute the accuracy of the data, if you believe that the personal data are no longer necessary for the purposes or if you believe that the processing of your personal data by Involved is unlawful.

Right of objection

You can object to the processing of your personal data by Involved if your personal data are used for purposes other than those necessary for the execution of an agreement or necessary for the fulfilment of a legal obligation. For example, if you do not want us to use your personal data to make you personal offers.

Right to data portability

If you have provided your personal data to us yourself, you have the right to data portability in certain cases. This means that we will provide your data to you in a structured, commonly used and machine-readable manner, if you request us to do so.

How can you exercise your rights?

If you wish to exercise your rights, you can contact us at any time using the contact details below or by sending us a letter with your name, address and telephone number. We will respond to your request within one month.

We ask you to identify yourself, using a valid ID. In this way, we can check whether we provide the personal data to the right person.

Excessive requests regarding the provision of information may be rejected by us. Excessive requests occur when, for example, you approach us more than average and necessary with information requests.

Set click behavior

If you do not want Involved to use your click behavior to collect general visitor data, you can set this up via the link below.

About this privacy statement

Involved can adjust this Privacy Statement. The last change was on 20 March 2021. The most recent version can always be found on www.Involved.nu.

Do you have any questions or comments about our Privacy Statement? Please feel free to contact us:

Involved

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