

AMEA Privacy Statement

(September 2018)

AMEA and your personal data

This Privacy Statement sets out how we handle your personal data. You can be confident that we handle your personal data with due care. For that matter, we abide the rules as set out in the General Data Protection Regulation (GDPR) and the privacy rules as implemented in the Netherlands. We are the controller of your personal data:

AMEA
Keizersgracht 127
1015 CJ Amsterdam
The Netherlands
Chamber of Commerce number: 65992792

We will process your personal data, or that of your related individuals, when you visit our website and for carrying out business with you. For example, when we record and use personal data relating to contact persons at companies to which we provide services and with whom we are in correspondence. Further information concerning why we process data will be set out in this Privacy Statement.

Our contact person for your questions about data protection

If you wish to obtain information about your personal data processed by AMEA or if you wish to execute one of your rights you have under the GDPR, please contact info@ameaglobal.org. We will react on your request within 4 weeks after receipt of the request.

What is personal data?

Personal data is information that says something about you. The best known forms of personal data are your name, address, email address, age and date of birth. Personal data also includes your bank account number, phone number and your IP address.

We may only use special personal data if this is permitted by law or if consent for this specific processing is obtained. In all other situations, we are prohibited from using this special personal data.

What is the legal basis for our processing of your personal data?

Processing of personal data is only allowed when it is based on one of the “grounds” permitted by law. We use your personal data for one or more of the following legal grounds:

- Necessary for the performance of our agreement with you (for example a subscription)
- Legitimate interest of AMEA or others
- Necessary for compliance with a legal obligation
- The data subject has given consent

For what purposes do we use your personal data?

We use your personal data to help make our operations and our services as effective, reliable and efficient as possible. AMEA will not collect more personal data than reasonably required to achieve the purposes as described in this Privacy Statement. We at least use your data for the following purposes:

- to maintain the relationship between you and AMEA

- to inform you about the use of our websites
- to be able to conclude an agreement with you and provide you with the services
- to inform you about your subscription or membership
- to enable you to access our websites
- to send you direct marketing messages related to the services you obtain
- for automatic monitoring of statistical information to determine how our websites are being used (i.e. by using Google Analytics)
- because of an obligation by law

Required data

In order to access certain parts of our websites, you are required to provide personal data (such as identification or contact details) for the registration process. This can be the case when you are submitting for an account to obtain our services or just for the continuing use of our services (in case of a membership). If you do not provide the requested information, some features of our websites may not be available to you. You will make sure that any information you provide to AMEA will be accurate, correct and up to date.

Use of cookies

We make use of cookies and similar technology on our websites and/or in client portals. When opening the homepage of our site, you will be informed about our cookie policy and prompted to either enable or disable cookies. It is possible to disable the use of cookies in your browser at a later stage. If you disable cookies, you will not be able to fully experience all features and/or functionalities of the Websites. For more details, see our [Cookie Statement](#).

Other parties using your personal data

We may use other parties to provide our services, or for our internal organisation. For example an IT-provider. In that case it might be necessary to provide your personal data to third parties. We will do this in line with the GDPR and conduct the necessary agreements with those parties.

Providing your data to third parties

In addition to the above, AMEA can be obliged to provide your personal data to competent (public) authorities or to the extent required in, or in connection with, any legal proceeding or investigation and to authorities at their request. We will also verify whether such request is in line with local law.

Third party links

Our websites may contain links to other (third party) websites that are not governed by this Privacy Statement. AMEA is not responsible for the content that may be on such linked websites or the manner in which such websites obtain or use your personal data. AMEA cannot make representations or warranties regarding how your data is processed by these third parties. Please read their privacy policy to be informed on this subject.

Use of your personal data for direct marketing purposes

We store your data to remember in which occasions we have been in touch before, and what most interested you in AMEA for direct marketing purposes.

Social media

We use social media (Twitter and LinkedIn) for marketing AMEA, promoting our membership, activities and ideas. We invite stakeholders to take part in co-creation, events and knowledge sharing.



Keizersgracht 127
1011CJ Amsterdam
The Netherlands
0310366895

C. of C. no: 65992792
[info \(at\) ameaglobal.org](mailto:info@ameaglobal.org)
www.ameaglobal.org

VAT no: NL 8563 47 747 B01
Bank account: NL10RABO

Security

To ensure the highest possible level of protection for your information, we invest in our systems, procedures and people.

Personal data outside Europe

Your personal data might be processed outside European Economic Area. Additional rules apply in that case, the reason being that not all countries have the same strict data protection legislation as we do in Europe. We abide those strict rules. We may occasionally share personal data with other companies or organisations outside Europe, for instance in the context of an outsourcing agreement.

Retention periods of your data.

As set out under the GDPR, we keep personal data in any event for as long as is necessary to achieve the purpose. The law does not stipulate specific storage periods for personal data. Other legislation may specify minimum storage periods, however. If it does, we are under the obligation to observe these periods. Such legislation includes tax laws or laws governing financial undertakings specifically. Another reason for which we may keep your data longer is if we become involved in a lawsuit or other legal proceedings.

What rights do you have?

Right to object to processing for direct marketing purposes

If you no longer want to receive offers for our products and services, you can unsubscribe at any time. All marketing messages include this possibility, and you can follow the link at the bottom of the marketing messages to exercise this right easily. You can also go to the website where you subscribed and register your opt-out (unsubscribe) on the website.

Right of access, right to rectification, right to be forgotten, right to restriction of processing

Upon request, we will provide you with information as to whether and what personal data we store in relation to you. Should your personal data be incorrect, you may have it rectified. You may also ask us to restrict our use of your personal data in the future, in whole or in parts, or request deletion of your personal data. Note however, that we can't comply to a request to restrict processing or to be forgotten, if we must process your personal data for compliance with a legal obligation. Please see 'retention periods of your data' for further explanation.

Right to data portability

If we process your personal data based on your consent or based on an agreement we concluded with you we can arrange that you receive the data that you have provided to us, which we store by automated means, so you can provide the data to another party you choose. This is referred to as data portability. Information which is processed based on a legal obligation or legitimate interest of AMEA, is not covered by this obligation.

Do you have a complaint or want to ask a question?

Please contact us if you have any questions about the Privacy Statement. We will be happy to help you. You also have the right to take your complaint to the Data Protection Authority (*Autoriteit Persoonsgegevens*).

Changes to the Privacy Statement

Changes to the law or our services and products may affect the way in which we use your personal data. If this happens, we will make changes to our Privacy Statement and notify you of these changes on our website. Please make sure you periodically check this Privacy Statement.