

PRIVACY POLICY

Burnt Oak Partners Benelux

At Burnt Oak Partners Benelux we are dedicated to safeguarding and preserving your privacy when visiting our website or communicating with us.

This Privacy Policy explains what happens to any personal data that you provide to us, or that we collect from you when you are on this website or otherwise.

We do update this Policy from time to time so please do return and review this Policy regularly.

Information we may collect when visiting our website

We may collect and process the following data about you:

- Details of your visits to our website and the resources that you access, including, but not limited to: traffic data, location data, weblogs and other communication data.
- Information that you provide by filling in forms on our website, such as when you register for information or make a purchase.
- Information provided to us when you communicate with us for any reason.

Information we may collect for our Executive Search practice

- Information provided to us in the form of a CV, biography, cover letter or similar, is collected and processed and may be augmented by publicly available information about you as found on platforms such as but not limited to LinkedIn.com
- If you are interested in job opportunities, we may request you to provide us with additional information containing personal data.
- At that point, we will ask your explicit AVG¹ consent to store, use and share this information with potential employers and recruiters.
- Your personal information will be stored in our Applicant Tracking System.

Use of Cookies

We may on occasion gather information regarding your computer whilst you are on our website. This enables us to improve our services and to provide statistical information regarding the use of our website to our advertisers where appropriate.

Such information will not identify you personally as it is statistical data about our visitors and their use of our site. This statistical data does not identify any personal details whatsoever.

¹ AVG = the [Dutch](#) equivalent of the European GDPR regulation

Similarly, to the above, we may gather information about your general internet use by using a cookie file. Where used, these cookies are downloaded to your computer automatically after accepting cookies. This cookie file is stored on the hard drive of your computer as cookies contain information that is transferred to your computer's hard drive. They help us to improve our website and the service that we provide to you.

All computers can decline cookies. This can be done by activating the setting on your browser which enables you to decline the cookies. Please note that should you choose to decline cookies, you may be unable to access particular parts of our website.

Advertisers on our site may also use cookies, over which we have no control. Such cookies (if used) would be downloaded once you click on advertisements on our website.

Use of Your Information

The information that we collect and store relating to you is primarily used to enable us to provide our services to you. In addition, we may use the information for the following purposes:

- To provide you with information requested from us, relating to our products or services. To provide information on other products which we feel may be of interest to you, where you have consented to receive such information.
- To meet our contractual commitments to you.
- To notify you about any changes to our website, such as improvements or service/product changes, that may affect our service.
- To bring you into contact with potential employer(s) or recruiter(s) as is relevant to our Executive Search Practice.
- To keep your information on file for consideration of future opportunities at employer(s) or recruiter(s), which may occur years after first contact with us.
- If you do not want us to use your personal data you will have the opportunity to withhold your consent in response to the AVG consent mail we will send you before we use your data.
- Your personal information is stored and used by us for the purpose mentioned in the previous bullets, unless you don't respond positively to our AVG consent request, or in case you ask us per email to delete your information (see contact data on our website).

If you are an existing customer, we may contact you with information about goods and services similar to those which were the subject of a previous sale to you.

Further, we may use your data, or permit selected third parties to use your data, so that you can be provided with information about unrelated goods and services which we consider may be of interest to you. We or they may contact you about these goods

and services by any of the methods that you consented at the time your information was collected.

If you are a new customer, we will only contact you or allow third parties to contact you only when you have provided consent and only by those means you provided consent for.

Please be advised that we do not reveal information about identifiable individuals to our advertisers, but we may, on occasion, provide them with aggregate statistical information about our visitors.

Storing Your Personal Data

Personal data that is provided to us and is collected by our Executive Search Practice will be stored in the database of our Applicant Tracking System. This system is operated by a SaaS provider with whom we have signed a processing agreement as required by the AVG.

We may store your data for up to 3 years after collection and acceptance. After 3 years, your data will be deleted from our systems.

The transmission of information via the internet is not completely secure and therefore we cannot guarantee the security of data sent to us electronically and transmission of such data is therefore entirely at your own risk.

Disclosing Your Information

Where applicable, we may disclose your personal information to any member of our group. This includes, where applicable, our subsidiaries, our holding company and its other subsidiaries (if any).

We may also disclose your personal information to third parties:

- Where we sell any or all of our business and/or our assets to a third party.
- Where we are legally required to disclose your information.
- To assist fraud protection and minimize credit risk.

Third Party Links

You might find links to third party websites on our website. These websites should have their own privacy policies which you should check. We do not accept any responsibility or liability for their policies whatsoever as we have no control over them.

Access To Information

The European General Data Protection Regulation (GDPR) gives you the right to access the information that we hold about you. Please contact us if you wish to receive details or want us to delete your personal data.

Contacting Us

We welcome any queries, comments or requests you may have regarding this Privacy Policy. Please do not hesitate to contact one of our Partners in our Benelux organization (see contact details on our website).

Amsterdam, July 1st 2022