

PRIVACY POLICY

Date: 24 May 2018

Oiltraining B.V. ('Oiltraining', 'we', 'us' or 'our'), Herman Colleniuslaan 4, 9981 NH in Uithuizen, is the data controller of Oiltraining.nl.

Oiltraining endeavours to protect the privacy of individuals. In this privacy statement, we explain how personal data is collected, used, stored and protected.

Scope

The privacy statement applies to all Oiltraining websites, applications, services (for example: training/courses and/or advice/consultancy) and tools (collectively referred to as "Service" or "Services") in which this privacy policy statement refer to, regardless of how the person access or use them, including using mobile devices.

Personal data that we collect

Personal data is data about an identified or identifiable natural person who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location information, an online identifier or to one or more factors specific to the physical, physiological, genetic, psychological, economic, cultural or social identity of the natural person.

Oiltraining collects personal data when using our Services.

Storage of personal data

Oiltraining stores the personal data that we receive from the person himself and/or the employer. For example, Oiltraining will receive information when signing up for a Service if there is telephone or email is included with Oiltraining. We collect and store the following personal information:

- Name (first and last name), date and place of birth, email address, telephone number (s) and function.
- Data related to the Service for which there is logged, including payment data.
- Other information as provided by the person/employer.
- Personal data in the framework of the Services, for example the presence, any results and if the Service is (successfully) completed or is achieved.

Use of personal data

Oiltraining uses your personal data for the following purposes:

- Registration and participation in the administrative handling of by the person (or the employer) chosen Service.
- Care and implementation of the chosen Service.
- Analyses as to improve Oiltraining Services.
- Providing advice on the choice of a Service.
- To be kept informed of our Services.
- To send documents/information requested and to respond to questions.
- Comply with applicable laws and regulations with regard to Services.

Further explanation

- Oiltraining anonymizes personal data used for analysis, in the analyses this data is unrecognizable.
- Oiltraining does not share any personal data with student(s) from other company/organisation before, during or after a chosen Service.
- In some cases Oiltraining works together with external service providers, such as lecturers and/or external agencies. They may only use personal data for the performance of those Services which are in the interests of that Service, and may not use personal data for other purposes or passed on to other parties.
- Finally Oiltraining can legally be required to share personal data by public authorities or other parties. Oiltraining shares only the strictly necessary data.

Security and retention period of your data

Oiltraining protects personal data against misuse and access by unauthorised persons through the techniques which are available at this time. Oiltraining saves personal data as long as required by law.

View, manage and correct personal data

Personal data are always accessible and/or can be managed by a request to Oiltraining via an e-mail (mail@oiltraining.nl). Oiltraining may be asked to erase personal data and no longer use personal data provided only when legally allowed. If erasing of personal data is not (yet) legally allowed Oiltraining will inform and indicate when this is possible.