

# **MATERIAL**

## **Privacy policy**

### **Section 1. Introduction**

1.1. MATERIAL SPRL (hereafter called MATERIAL) appreciates your interest in its services and your visit to its website.

MATERIAL is strongly committed to protecting your privacy and acts in compliance with the General Data Protection Regulation (called hereafter GDPR).

1.2. MATERIAL acts as a Data controller in the sense of article 4, 7 of the GDPR and within the limits specified hereafter.

1.3. This website is owned and operated by MATERIAL,

- registered at the Belgian Crossroads Bank for Enterprises (BCE) under the number BE 0441.184.209
- established at Rue des Chartreux 11, 1000 Brussels, Belgium

1.3. The legal basis for MATERIAL's processing of your personal data is as follows:

- the processing is necessary for the purposes of legitimate interests pursued by MATERIAL, or
- the processing is necessary for the performance of a contract to which you are a party to or in order to take steps at your request prior to entering into such a contract.

### **Section 2. Which data does MATERIAL process and which sources does it come from?**

2.1. MATERIAL may collect information

- from your visit to its website [www.material.be](http://www.material.be) or [www.filamentwinding2005.com](http://www.filamentwinding2005.com)
- from applications or other forms you might use on its website
- from any transaction you may complete with MATERIAL
- from your emails sent to MATERIAL

There is no other source which MATERIAL uses to collect your data from.

2.2. MATERIAL processes the following information:

- Title
- Name
- First name
- Company name
- Address (street address, postal code, city, country)
- Website
- Phone number
- Fax number
- Email address
- IP address

### **Section 3. What does MATERIAL use your personal data for?**

3.1. MATERIAL processes your data to

- answer any questions you may have asked through MATERIAL's website or by email.
- send you informational or promotional email messages, which you may opt out of receiving as described below.
- analyze the traffic on MATERIAL's website using Google Analytics.

3.2. MATERIAL processes your data in order to execute the contract you agreed on (delivery, billing, etc) and to pursue its legitimate interests in the sense of article 6, 2, f of the GDPR (see section 1)

### **Section 4. Data processing**

4.1. MATERIAL has contracted a German company, DomainFactory GmbH ([www.df.eu](http://www.df.eu)), to host a web server for MATERIAL's websites. The web server generates server log files.

These log files contain the following data of the website visitors:

- domain
- IP address
- time and date of the access
- "request"
- status code

- the number of transmitted bytes
- "useragent" (web browser type and version)
- referrer URL

DomainFactory GmbH needs this log for control of access to the server.

DomainFactory keeps these log data for seven days before it is deleted and only statistics are kept.

- 4.2 MATERIAL has contracted with GOOGLE LLC to operate statistics on the use of this website. Google LLC keeps the data for a duration of 26 months but, as the IP addresses are abbreviated, no personal data is kept.

**Section 5. Does MATERIAL disclose your personal data to third parties?**

- 5.1 MATERIAL will not disclose your data to any third party except to Google Analytics and DomainFactory for the purposes mentioned above in sections 3 and 4 or except such disclosure is required by law.

**Section 6. Does MATERIAL transfer your personal data outside the European Economic Area (EEA)?**

- 6.1 The hosting facilities are located in Germany which is on the territory of the European Union where GDPR applies.
- 6.1. Via the Privacy Shield program's website ([www.privacyshield.gov](http://www.privacyshield.gov)) GOOGLE LLC has self-certified to the US Department of Commerce in order to join both of the program's Privacy Shield Frameworks (EU-US, SWISS-US) and publicly committed to comply with the program's requirements. In regard to dispute resolution, GOOGLE LLC has listed independent recourse mechanisms on the Privacy Shield Website. The EU-US and Swiss-US Privacy Shield Frameworks were designed by the US Department of Commerce, and the European Commission and Swiss Administration, respectively, to provide companies on both sides of the Atlantic with a mechanism to comply with data protection requirements when transferring personal data from the European Union and Switzerland to the United States in support of transatlantic commerce.

**Section 7. How does MATERIAL store your personal data?**

- 7.1 Personal data processed by MATERIAL is not kept for longer than is necessary for that purpose.
- 7.3 If you do not agree to your data being stored by MATERIAL, the data will be deleted or anonymized unless MATERIAL is required by law not to do so or the GDPR allows the conservation of this data explicitly.
- 7.4. If your personal data is needed for the performance of a contract to which you are a party to or in order to take steps at your request prior to entering into such a contract, your non-approval to the storage of this data will have no effect as long as the data is needed for the above mentioned purposes or the storage is required by law.

## **Section 8. Cookies**

8.1 A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server.

8.2 Cookies may be either "persistent" cookies or "session" cookies:

- a persistent cookie will be stored by a web browser and will remain valid until its set expiry date, unless deleted by the user before the expiry date.
- a session cookie, on the other hand, will expire at the end of the user session, when the web browser is closed.

Cookies do not typically contain any information that personally identifies a user. But your personal information that we store may be linked to the information stored in and obtained by cookies.

On this website, we also use persistent cookies as Tracking Cookies which are used to provide meaningful site traffic reports about the usage of this website.

## **Section 9. Your Rights**

9.1 Under the GDPR, you have the following rights:

- the right to obtain from MATERIAL confirmation as to whether or not your personal data is being processed, and, where that is the case, access to the personal data and the following information:
  - the purposes of the processing
  - the categories of personal data concerned
- the recipients or categories of recipient to whom the personal data have been or will be disclosed to
- MATERIAL shall provide a copy of the personal data undergoing processing. For any further copies requested by you, MATERIAL may charge a reasonable fee.
- the right to rectification
- the right to erasure
- the right to restrict processing
- the right to object to processing
- the right to data portability

- the right to opt out without prejudice to section 3.
- the right to complain to a supervisory authority which is the Autorité de protection des données belge ([www.autoriteprotectiondonnees.be/](http://www.autoriteprotectiondonnees.be/))

9.2 You may exercise any of your rights by notifying MATERIAL in writing either:

- by letter (MATERIAL SPRL, rue des Chartreux 11, 1000 Brussels, Belgium) or
- by email ([info@material.be](mailto:info@material.be)).

### **Section 10. Modification of this privacy policy**

10.1 MATERIAL might amend this privacy policy from time to time by publishing a new version on its website without any prior notice.

10.2 You have the right to object to the amended privacy policy at any time without giving any reason and without prejudice to section 3.

### **Section 11. Applicable law and jurisdiction**

11.3. This privacy policy is subject to Belgian law and regulations. Should any of the provision be considered void under Belgian law and regulations or any mandatory regulations of any other country which would apply, the remaining provisions will remain in full force and effect.

11.2 The place of jurisdiction for all disputes arising from this privacy policy shall be Brussels, Belgium.