



# MINDSONAR

## PRIVACY NOTICE

At MindSonar we care about your privacy and we believe in transparency. We only collect personal information necessary to deliver our services and we handle this information carefully.

This Privacy Policy is effective from 25th May 2018.

### **1. Data Controller and Data Protection Officer**

MindSonar is a trademark used by Metaprofiel B.V., a company registered in The Netherlands (Chamber of Commerce Registration Number: KVK 09127703). Metaprofiel B.V. is the Data Controller.

You can contact MindSonar's Data Privacy Officer Jan Dirk Brobbel at [jandirk@iepdoc.nl](mailto:jandirk@iepdoc.nl), if you have any questions about how we store and process your information.

Our address:

Staringstraat 1, 6511 PC, Nijmegen, The Netherlands.

E-mail: [mpaprofielen@iepdoc.nl](mailto:mpaprofielen@iepdoc.nl)

Phone: (+31) (0) 6 45 11 0996

## **2. Your Rights**

If you reside in the European Union, under the General Data Protection Regulation you have the following rights:

1. To be informed about our processing of your personal data.
2. To have your personal data corrected if it is inaccurate and to have incomplete personal data completed.
3. To object to the processing of your personal data.
4. To restrict the processing of your personal data.
5. To have your personal data erased.
6. To request access to your personal data and information about how we process it.
7. To move, copy or transfer your personal data ("data portability") in relation to automated decision making, including profiling.

You have the right to lodge a complaint with a Dutch Data Privacy Authority. It has enforcement powers and can investigate compliance with data protection law.

Their contact details are:

Postal address:

Autoriteit Persoonsgegevens

Postbus 93374

2509 AJ DEN HAAG

Telephone number: (+31) - (0)70 - 888 85 00

Website:

<https://autoriteitpersoonsgegevens.nl/en>

### **3. Information we collect, store and process**

When you go to [www.mindsonar.com](http://www.mindsonar.com) and you fill out your MindSonar Profile information, we will collect the following personal data from you:

- First name, Last name
- Gender (Male/Female)
- Age
- Profession
- Level of education
- Type of business you are in
- Job level
- Marital status (Single/In a relationship/Living together/Married)
- Answers to MindSonar questions about your way of thinking and your values
- Date you fill out the information

### **4. How do we use this information?**

When you fill out your MindSonar profile, we collect, store and process the information you provide for the following reasons:

- To produce a report (a MindSonar Profile) about your thinking style and values.
- To make this report available for downloading by the designated MindSonar Professional (in most cases the person who invited you to fill out the information).
- To back up the report for the designated MindSonar Professional.
- To produce averages and other calculated values of scores in a group of MindSonar Profiles (Usually from a team or an organization).
- To make this group report available for downloading by the designated MindSonar Professional (Usually the person leading the team building or organisational development process).
- To back up your or group information for the designated MindSonar Professional.

## **5. On what legal grounds do we store and process your information?**

When you fill out your MindSonar profile, MindSonar processes your personal details to provide a report about your thinking style and values. The legal ground for processing your details for this purpose is **permission**. You may withdraw your permission at any time by sending an email to our Data Protection Officer, Jan Dirk Brobbel, at [jandirk@iepdoc.nl](mailto:jandirk@iepdoc.nl).

## **6. Retention of Personal Data**

When you fill out your MindSonar profile, we will store your profile information for a maximum of 8 years

## **7. Cookies**

We use a cookie to enable you to continue your MindSonar information gathering session when your internet connection is interrupted. This cookie is automatically removed when you finish your MindSonar information session, or when you exit the application using the exit buttons.

## **8. Transferring and Sharing of Personal Data**

MindSonar is a global business. To offer our products, apps and services, we may need to transfer your personal data to other MindSonar companies in other countries. Your personal data will be collected and stored on servers in the EU.

Subject to applicable data protection law we may share your personal data with:

- Sub-contractors and other persons who help us provide our products and services.
- Our legal and other professional advisors, including our auditors.
- Courts; to comply with legal requirements, and for the administration of justice
- In an emergency or to otherwise protect your vital interests
- Anyone elsewhere we have your consent for, or as required by law

## **9. Security measures**

- We have implemented measures in an effort to maintain the confidentiality of all personal information in our custody and control, including only providing access to personal information to employees and authorised service providers who require such information for the purposes described in this document.
- We maintain administrative, technical and physical safeguards in an effort to protect against unauthorised access, use, modification and disclosure of personal information in our custody and control.
- We use Secure Sockets Layer (SSL) software to encrypt the information you enter on [www.minsonar.com](http://www.minsonar.com) in order to protect its security during transmission to and from our site.

## **10. Age restrictions**

We only process information about people under the age of 18 years, after we have received signed permission of their guardians. When you fill out your MindSonar information you will be asked to verify that you are 18 years or over.

## **11. Changes to our Privacy Policy**

We reserve the right to modify this Privacy Policy.

If we change our Privacy Policy, we will post the updates here and on <https://www.mindsonar.info/privacy/> so you can be aware of what information we collect and store, how we use it, and to whom we disclose it.