# **Privacy Policy**

This "Privacy Policy" regulates the processing of personal data by J.S.T. Belgium NV with registered office in Oudestraat 15, 1910 Kampenhout, Belgium with company number 0417.530.659 (hereafter called "J.S.T.").

# **Processing purposes**

J.S.T. collects and processes customer's personal data for customer- and order management (including customer administration, follow-up orders/deliveries and invoicing). J.S.T. stores the IP address of the sender of the contact forms on the website in order to identify spammers, the IP address stored in this way is not shared with third parties.

# Legal bases of processing

Personal data are processed on basis of Article 6 of the General Data Protection Regulation.

# Related categories of personal data

Only data that are necessary for the execution of JB's services are kept. For example, in case of purchasing a product or service, the data required for invoicing are kept and your name and email address are kept for future correspondence.

# Transfer to third parties

If necessary, for the realization of the intended purposes, the customer's personal data will be shared with other companies within the European Union as well outside the European Union which are connected directly or indirectly with J.S.T.

J.S.T. guarantees that these recipients will take the necessary technical and organizational measures to protect the personal data.

#### Storage period

The personal data processed for customer management will be retained for the period that is necessary to meet the legal requirements (including in accounting) or that is necessary for the provision of services the customer requests.

# Rights of access, correction, erasure, restriction, objection and transferability of personal data

The customer has the right to inspect his personal data at all times and can request to correct it if they are incorrect or incomplete, have it removed, restrict their processing and object to the processing of the data.

In addition, the customer has the right to obtain a copy (in a structured, current and machinereadable form) of his personal data and to have the personal data forwarded to another company. In order to apply above rights, the customer is asked to send an email to the following email address : <u>info@jst-belgium.be</u>

# **Direct marketing**

The customer has the right to oppose free of charge any processing of his personal data with a view to direct marketing.

# Complaints

The customer has the right to file a complaint with the Privacy Commission (Drukpersstraat 35, 1000 Brussels - <u>contact@apd-gba.be</u>).

# The use of "cookies"

During a visit to this website, "cookies" can be placed on the hard disk of your computer. A cookie is a text file that is placed by the server of a website in the browser of your computer or on your mobile device when you consult a website. Cookies can not be used to identify people; a cookie can only identify a machine.

Some technical cookies are used by <u>www.jst-belgium.be</u>, with the aim to make the website function optimal.

There are also some cookies which are coming from Google Analytics.

You can set your internet browser in such a way that cookies are not accepted, so that you receive a warning when a cookie is installed or that the cookies subsequently are removed from your hard drive. You can do this via the settings of your browser (via the help function). Keep in mind that certain graphic elements might not appear correctly or that you will not be able to use certain applications.

By using J.S.T.'s website, you agree to our use of cookies.

# **Google Analytics**

This website uses Google Analytics, a web analytics service provided by Google Inc. ("Google"). Google Analytics uses "cookies" (text files placed on your computer) to help the website analyze how users use the website. However, these cookies do not deliver email addresses, IP addresses or your location data to J.S.T. Moreover, the IP addresses have been anonymized within Google Analytics, so Google Analytics can only save part of your IP address.

The information generated by the cookie about your use of the website will be transferred to and stored by Google on servers in the United States. Google uses this information to keep track of how you use the website, to compile reports on website activity for website operators and to offer other services relating to the website activity and internet usage. Google may provide this information to third parties if Google is legally obliged to do so, or if these third parties process information on behalf of Google. You can refuse the use of cookies by choosing the appropriate settings in your browser. However, J.S.T. would like to point out that in that case you may not be able to use all the features of this website. By using this website, you consent to the processing of information by Google in the manner and for the purposes described above.

This privacy policy may be updated regularly to meet new legislations, guidelines or other circumstances. It is therefore advisable to consult these pages on a regular basis for updates.