

UBENCH INTERNATIONAL NV

Privacy Statement

Version d.d. 30/03/2021

The English translation of this privacy statement is solely for informational purposes. In case of dispute, only the Dutch version of this Privacy Statement will be applicable.

We understand that your trust in us is UBench's most important asset. As such, your privacy is essential for us. This privacy statement (hereinafter referred to as "**Statement**"), applies to every (commercial) relation between you, acting in your capacity as a natural person, and the public limited liability company "**UBENCH INTERNATIONAL**", with registered office at Antoine Coppenslaan 27 box 3, 2300 Turnhout, registered in the register of legal entities of Antwerp, section Turnhout, and known to the VAT-administration under the number BE 0860.448.495 (Hereinafter referred to as "**UBench**", "**we**" or "**us**"). In these relations UBench will, depending on the precise processing, act as the controller or as the processor of personal data. In this Statement we wish to inform you about how we handle your personal data.

When you or any other company with which you have a (commercial) relation, provides us with personal data, e.g. when you contact us or conclude an agreement with us, we will handle the personal data as set out in this Statement.

If we want to use your personal data beyond the purpose of mere business operations, we will ask for your explicit consent.

1/ Types of personal data

UBench collects and processes the following personal data:

Personal data regarding which UBench acts as the controller	Personal data regarding which UBench acts as processor on behalf of its clients
<ul style="list-style-type: none">• Name;• Surname;• Telephone number (landline and/or mobile phone);• E-mail address;• Gender;• File number; and• Profession.	<ul style="list-style-type: none">• Name;• Surname;• Home address;• Telephone number (landline and/or mobile phone);• E-mail address;• Gender;• File number;• Date of birth;• Chassis number;• Driver's license number;• Type of driver's license;• Profession; and• Preferred type of communication

If you want more information about which of your personal data we possess, please read title 6 “Your privacy rights” in this Statement.

2/ Methods of personal data collection

These personal data are collected within the framework of the following activities:

Activity	Personal data regarding which UBench acts as the controller	Personal data regarding which UBench acts as processor on behalf of its customers
Performance of the agreement	X	X
Exchange of business cards	X	
Filling out the contact form on the website	X	

UBench receives personal data via its web-platform, where the data is entered by you or by our customers. Our clients guarantee that conform the applicable legislation, they are entitled to have these data processed by UBench.

In the event you would like to oppose to this processing, please read title 6 “Your privacy rights” in this Statement.

3/ Use of personal data

We can use these personal data for the following purposes:

Activity	Personal data regarding which UBench acts as the controller	Personal data regarding which UBench acts as processor on behalf of its clients
Performance of the agreement	X	X
Customer service	X	X
Sending electronic non-commercial correspondence (newsletters, invitations to events, etc.)	X	

In the event you receive unwanted newsletters or any other correspondence, please read title 6 “Your privacy rights” in this Statement.

4/ Transfer of personal data towards third parties

UBench shall not transfer your personal data to third parties, unless this is necessary to (i) perform the contract or (ii) to render a specific service. If it is necessary for UBench to transfer your personal data to third parties, the third party concerned is required to process your personal data in accordance with the provisions of this Statement.

Notwithstanding the foregoing, it is possible that we disclose your personal data to the appropriate authorities if we are legally obliged to do so, regarding any (future) legal proceedings or to safeguard and defend our rights.

In the event you want more information regarding this, please read title /6 “Your privacy rights” in this Statement.

5/ Storage of personal data

UBench shall only store your personal data for the period necessary to achieve and fulfil its business operations.

In practice, the duration of the storage depends on the purpose for which we collect and process the data. In general, we store the personal data for the period necessary to achieve and fulfil the goals as set out in title 3/ of this Statement.

In the event you want more information or wish to oppose to the storage of your personal data, please read title 6 “Your privacy rights” in this Statement.

6/ Your privacy rights

If you wish to invoke your privacy rights, as stated by applicable legislation or set out below, please contact our Data Protection Officer (dpo@ubench.com) or complete the form for exercising your privacy rights and deliver it by email or post:

UBench International NV
T.a.v. DPO
Antoine Coppenslaan 27 bus 3
2300 Turnhout

In the light of processing your personal data, you enjoy the following the privacy rights:

- Right of access to your personal data;
- Rights to rectification, completion or update of your personal data
- Right to delete your personal data (‘right to be forgotten’),
- Right to limit the processing of your personal data
- Right to transferability of your personal data
- Right to object/oppose to the processing of your personal data

If you no longer wish to receive newsletters or information about the services of UBench, you can unsubscribe at any time by clicking the “unsubscribe” button in each of UBench’s emails.

When you contact UBench with regard to the exercise of your privacy rights, UBench, acting in its capacity of processor and thus to the extent processing your personal data on behalf of a third party, will contact the controller in order to handle your request in the most efficient way.

The exercise of these rights will be free of charge for the data subject, regardless whether this right is exercised via email or the standard form.

7/ Security of personal data

UBench fully acknowledges the importance of information security to our customers, and we are therefore proud to be ISO 27001 certified.

The international ISO 27001 standard mandates to establish and maintain an effective information security management system, using a continual improvement approach.

Moreover, it ensures that

- Customer data is rigorously protected
- Risks and vulnerabilities are systematically assessed, minimized and eliminated.
- UBench is compliant with the highest standard for information security
- UBench fosters an internal culture of information security, making all employees prioritize information security by design.
- Operational excellence when it comes to our IT, HR, and information processes

8/ Cross-border processing of personal data

For the activities listed in /3, UBench does not transfer any personal data to third parties who are located outside the European Economic Area.

9/ Update Privacy Statement

UBench is entitled to update this Privacy Statement by posting a new version on the website. The most recent version of the Privacy Statement can always be found on our website (<http://www.ubenchinternational.com/>). As such, we strongly recommend to regularly consult the website and the page displaying the Privacy Statement, to make sure that you are aware of any changes.

10/ Complaints

When you have any complaints about the way we use, collect and/or process personal data, you can lodge a complaint with the Data Protection Authority (<https://www.dataprotectionauthority.be/citizen>)

11/ Contact

Notwithstanding the right to lodge a complaint as described under title 10/, we kindly request that any questions and/or remarks you have about this Privacy Statement or the manner in which we collect, use and/or process your personal data, to contact us:

- (i) Via e-mail dpo@ubench.com ;
- (ii) Via regular post:

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