

# Privacy Policy - AMI Foundation

The AMI Foundation (Association Multiple Intelligences) attaches great importance to the protection of your personal data. In this Privacy Policy we want to provide clear and transparent information about how we handle personal data.

We do everything we can to guarantee your privacy and therefore handle personal data with care. The aMI Foundation complies in all cases with applicable laws and regulations, including the General Data Protection Regulation. This means that we at least:

- Process your personal data in accordance with the purpose for which it was provided, these goals and type of personal data are described in this Privacy Policy;
- Processing of your personal data is limited to only those data that are minimally necessary for the purposes for which they are processed;
- Ask for your explicit consent if we need it for the processing of your personal data;
- Have taken appropriate technical and organizational measures to ensure the security of your personal data;
- Do not pass on personal data to other parties, unless this is necessary for the purposes for which they were provided;
- To be aware of your rights regarding your personal data, to point this out to you and to respect them.

As the aMI Foundation, we are responsible for the processing of your personal data. If, after reading our Privacy Policy, or in a more general sense, you have questions about this or wish to contact us, you can do so via the contact details at the bottom of this document.

## Processing of personal data of customers or suppliers

Personal data of customers or suppliers are processed by Stichting aMI for the following purpose(s):

- Administrative purposes;
- Communication about the assignment and/or invitations;
- Executing or issuing an order.

The basis for this personal data is:

- The agreed assignment;

For the above objective(s), the aMI Foundation may request the following personal data from you:

- First name;
- Middle name;
- Last name;
- (Business) Phone number;
- (Business) email address;
- Sex.

Your personal data will be stored by the aMI Foundation for the above-mentioned processing(s) for the period:

- During the term of the agreement and thereafter only in the financial administration for a maximum of 7 years.



## Processing personal data of volunteers

Personal data of volunteers are processed by Stichting aMI for the following purpose(s):

- Administrative purposes;
- Implementing the volunteer agreement.
- The basis for this personal data is:
- The volunteer agreement;

For the above objective(s), the aMI Foundation may request the following personal data from you:

- Name;
- Address;
- Residence;
- Phone number;
- E-mail address;

Your personal data will be stored by the aMI Foundation for the above-mentioned processing(s) for the period:

- During the term of the agreement and thereafter only in the financial administration for a maximum of 7 years.

## Processing of personal data of newsletter/message subscribers

Personal data of newsletter subscribers are processed by Stichting aMI for the following purpose(s):

- Informing the person by means of news releases.

The basis for this personal data is:

- The registration form Newsletter;

For the above objective(s), the aMI Foundation may request the following personal data from you:

- First name;
- Middle name;
- Last name;
- E-mail address.

Your personal data will be stored by the aMI Foundation for the above-mentioned processing(s) for the period:

- During the period that one is registered.

## Processing of personal data of prospect, stakeholder/lobby contacts and/or interested parties

Personal data of prospect, stakeholder/lobby contacts and/or interested parties are processed by Stichting aMI for the following purpose(s):

- Information provision in the form of newsletters and/or targeted contacts.

The basis for this personal data is:

- Verbal permission, issuing a business card and/or via a link on LinkedIn;

For the above objective(s), the aMI Foundation may request the following personal data from you:

- First name;
- Middle name;
- Last name;
- Phone number;
- E-mail address.



Your personal data will be stored by the aMI Foundation for the above-mentioned processing(s) for the period:

- During the period that one is seen as a prospect, stakeholder/lobby contacts and/or interested party.

## Provision to third parties

We may provide the data you provide to us to third parties if this is necessary for the purposes described above.

For example, we use a third party for:

- Taking care of the internet environment of the AVG program;
- Taking care of the (financial) administration;
- Providing newsletters and invitations.

We never pass on personal data to other parties with whom we have not concluded a processing agreement. We naturally make the necessary arrangements with these parties (processors) to guarantee the security of your personal data. Furthermore, we will not provide the information you provide to other parties, unless this is legally required and permitted. An example of this is that the police requests (personal) data from us in the context of an investigation. In such a case, we must cooperate and are therefore obliged to provide this information. We can also share personal data with third parties if you give us written permission to do so.

## Within the EU

We do not provide personal data to parties located outside the EU.

## Minors

We only process personal data of minors (persons under the age of 16) if written permission has been given by the parent, caregiver or legal representative.

## Retention period

The aMI Foundation does not store personal data longer than necessary for the purpose for which it was provided or as required by law.

## Security

We have taken appropriate technical and organizational measures to protect your personal data against unlawful processing, for example, we have taken the following measures;

- All persons who can take note of your data on behalf of the aMI Foundation are bound to maintain their confidentiality.
- We use a username and password policy on all our systems;
- We pseudonymise and encrypt personal data if there is reason to do so;
- We make backups of the personal data in order to restore it in the event of physical or technical incidents;
- We regularly test and evaluate our measures;
- Our employees have been informed about the importance of the protection of personal data.



## Rights regarding your data

You have the right to inspect, rectify or delete the personal data that we have received from you. You can also object to the processing of your personal data (or part of it) by us or by one of our processors. You also have the right to have the data provided by you transferred by us to yourself or on your instructions directly to another party. We may ask you to identify yourself before we can comply with the aforementioned requests.

If we are allowed to process your personal data on the basis of permission given by you, you always have the right to withdraw this permission.

## Complaints

If you have a complaint about the processing of your personal data, we ask you to contact us directly. If we cannot find a solution together with you, we will of course find this very annoying. You always have the right to submit a complaint to the Dutch Data Protection Authority, which is the supervisory authority in the field of privacy protection.

## Questions

If you have any questions or comments regarding our Privacy Statement, please contact us!

## Contact details

AMI Foundation  
Wylrehofweg 11  
5912 PM Venlo  
The Netherlands  
info@stichtingami.nl

### **Adjust privacy statement**

We reserve the right to adjust this privacy statement. Changes will be published on this website. AMI Foundation reserves the right to remove comments or comments from visitors without giving any reason.

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