

Port of Rotterdam Authority

Rotterdam, December 2020

This privacy statement applies to existing and potential clients, consultants, collaborating partners, contractual partners, intermediaries and interested parties (hereinafter referred to as “the Data Subject”) that have a relationship with the Port of Rotterdam Authority (hereinafter referred to as “PoR”) in the context of land development. Land development is understood to mean the process of allocation, by means of a short-term or long-term lease or sub-lease, of sites and real estate for which PoR is the owner of the rights in rem. Further information about land development can be found on the website www.portofrotterdam.com.

In this privacy statement we inform you about the processing of your personal data by PoR. PoR is the controller as defined in the General Data Protection Regulation (“GDPR”).

This specific privacy statement must be read in conjunction with our [General Privacy Statement](#).

Contact details

*Port of Rotterdam Authority
Wilhelminakade 909
3072 AP Rotterdam*

Data Protection Officer (DPO)

Name: K. de Kok
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Telephone number: +31 6 2567 7774

Do you have a question, or would you like to exercise one or more of your individual rights? Do not hesitate to contact us via our general GDPR email address AVG@portofrotterdam.com

1. Introduction

Your privacy is important to us, and we will handle any data you provide to us with the utmost care. In addition, we comply with all laws and regulations relating to your privacy.

This privacy statement sets out how we collect and handle your personal data in the context of land development within the PoR. This privacy statement also sets out the rights that you have in relation to your personal data and how you may exercise these rights.

2. Processing of personal data

PoR may collect and process the following personal data that you have provided to us:

- Your initials, first name and surname;
- Address, postal code and place of residence;
- Email address(es) and telephone number(s);
- Date of birth, place of birth and gender;
- Citizen Service Number (BSN);
- Nationality;
- Title(s);
- Bank account number;
- Passport photograph;
- Residence permit (if applicable);
- Job title and department;
- Your organisation's name and CoC registration number;
- Your business email address(es) and telephone number(s).

Under certain circumstances, and to the extent permitted by law, PoR may also process personal data relating to criminal convictions and offences. We will only process your Citizen Service Number if we have a lawful basis for doing so.

3. Purposes

Abovementioned personal data is only used for one or more of the following purposes:

- To enter into or manage agreements with you;
- To improve PoR's products and/or services;
- To manage relationships and marketing activities: e.g. maintain and promote contacts with existing and potential clients;
- Account management;
- Customer service;
- Screening of existing and potential clients;

- Invoicing;
- Credit management;
- Internal and external audits;
- The development, execution and analysis of market surveys, market strategies and customer satisfaction surveys;
- Maintaining safe and healthy conditions in the Port Industrial Complex for users, residents and PoR's own staff;
- Compliance with laws and regulations, including dispute procedures or defence against third-party claims.

4. Legal grounds

PoR will only process your personal data if there is a legal ground for this processing. Below is an explanation of those legal grounds.

Performance of a contract PoR may process your personal data in order to enter into and perform a contract with you.

Legitimate interest

In some cases, the processing is necessary for the purposes of the legitimate interest pursued by PoR or a third party (e.g. to maintain contacts with clients), except where such interests are overridden by the interests for fundamental rights and freedoms of the data subject.

Legal obligations

PoR may process your personal data to comply with one or more legal obligations to which PoR is subject.

Consent

In the context of a customer satisfaction survey, we may process your personal data if you have given us your consent to do so. Insofar as the processing is based on your consent, you have the right to withdraw your consent at any time. To withdraw your consent, please use the opt-out function offered via our digital newsletter (if you are subscribed to this newsletter) or to notify us of your withdrawal by completing the online form "Request with respect to personal data found at <https://www.portofrotterdam.com/en/request-with-respect-to-personal-data>. The withdrawal of your consent does not affect the lawfulness of the processing based on your consent before the withdrawal.

5. Consequences of not providing your personal data

As a Data subject, you have no legal obligation to provide personal data to PoR. However, without providing your personal data, we may be unable to execute specific activities in the context of land development.

6. Retention period

PoR will not store your personal data longer than necessary for the purposes specified in this Privacy Statement.

Personal data that is necessary for entering into or the performance of an contract with you are stored during the entire term of the contract and will be permanently deleted five years after the termination of the contractual relationship or the last registered client contact.

Personal data that is necessary in the context of the screening of existing or potential clients is stored for a maximum of one year after the completion of the screening procedure.

7. Transfer to third parties

Your personal data will only be shared with the following third parties in connection with the purposes set out above:

- PoR participations, where necessary for customer management;
- Service providers and/or subcontractors of PoR;
- Authorised representatives;
- Government agencies, regulatory or fiscal agencies, where it is necessary to comply with a legal or regulatory obligation to which PoR's is subject.

PoR has taken organisational, contractual and legal measures with these parties, which includes data processing agreements with its data processors. These measures serve as safeguards to ensure that personal data is processed carefully and securely according to the GDPR.

8. Transfer to third parties outside the European Economic Area

If it is necessary for the access of personal data by PoR participations, your personal data (or a part thereof) may be shared with third parties outside the European Economic Area (EEA). In the event that we share personal data with a party outside the EEA, we will always secure that appropriate safeguards are in place which provide adequate levels of protection of your personal data as required by applicable data protection laws.

9. Your rights

As a data subject, you have the following rights:

- The right of information and the right of access to your personal data;
- The right to correct and complete your personal data;
- The right to request PoR to erase your personal data;
- The right to restrict the processing of your personal data;
- The right to object against the processing of your personal data;
- The right to data portability;
- Insofar the processing of your personal data is based on your consent you can withdraw your consent at any time.

If you wish to exercise one or more of your rights, please submit your request to PoR by sending an email to our general GDPR email address AVG@portofrotterdam.com or completing the form "Request with respect to personal data" on PoR's corporate [website](#). Please note: the above rights are not absolute. This means that the PoR is not obligated in each and every case to honour your request relating to the exercise of one or more of the above rights.

10. Complaints

PoR will handle your personal data with the utmost care. Should you nevertheless have a complaint about the processing of your personal data by PoR, you have the right to make a complaint to the Dutch Data Protection Authority (Dutch DPA). You can find DPA's contact details on its [website](#).

11. Changes to our Privacy Statement

This Privacy Statement is dated 13 December 2020. PoR reserves the right to make changes to this Privacy Statement without notice. The most recent version of this Privacy Statement can be reviewed on PoR's [corporate website](#).