DexMach Company Privacy Policy

This privacy policy will explain how our organization uses the personal data we collect from you when you use our website.

Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- What are cookies?
- How do we use cookies?
- What types of cookies do we use?
- How to manage your cookies
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- How to contact us
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1 What data do we collect?

DexMach collects the following data:

- Personal identification information: first name, last name, (professional) email address, job title
- Information regarding your career: curriculum vitae, motivational letters, notes made during the hiring process, your previous employers and work information.

2 How do we collect your data?

You directly provide DexMach with most of the data we collect. We collect data and process data when you:

- Register online or place a request for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

DexMach may also receive your data indirectly from the following sources:

- Google Analytics information

3 How will we use your data?

DexMach collects your data so that we can:

- Process / answer to your request.
- Email you with newsletter information or special offers on other products and services we think you might like. You always have the possibility to opt-out at any time.

4 How do we store your data?

DexMach securely stores your data in our protected website database hosted on a secure Azure environment. Email data that is sent, is stored in our secure O365 environment. Access to this email platform is protected with each user's cloud identity, multi-factor authentication and conditional access.

DexMach will keep your collected data for the time needed to answer to your requests or a maximum of 2 years. Once this time period has expired, we will delete your data. Your data is only used for the purpose of replying to your requests, inform you about our solutions and website analytics.

5 Marketing

DexMach would like to send you information about products and services of ours that we think you might like, as well as those of our partner companies.

- Microsoft

If you have agreed to receive marketing, you may always opt out later.

You have the right at any time to stop DexMach from contacting you for marketing purposes or giving your data to other members of the DexMach organization.

If you no longer wish to be contacted for marketing purposes, please send us a request at marketing@dexmach.com.

6   What are your data protection rights?

DexMach would like to make sure you are fully aware of all your data protection rights. Every user is entitled to the following:

The right to access - You have the right to request DexMach for copies of your personal data. We may charge you a small fee for this service.

The right to rectification - You have the right to request that DexMach correct any information you believe is inaccurate. You also have the right to request DexMach to complete information you believe is incomplete.

The right to erasure - You have the right to request that DexMach erases your personal data, under certain conditions.

The right to restrict processing - You have the right to request that DexMach restrict the processing of your personal data, under certain conditions.

The right to object to processing - You have the right to object to DexMach's processing of your personal data, under certain conditions.

The right to data portability - You have the right to request that DexMach transfers the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you.

7   What are cookies?

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit allaboutcookies.org.

8   How do we use cookies?

DexMach uses cookies in a range of ways to improve your experience on our website, including:

- Understanding how you use our website

9   What types of cookies do we use?

There are several different types of cookies, however, our website uses:

- Functionality - DexMach uses these cookies so that we recognize you on our website and remember your previously selected preferences. These could include what

language you prefer and location you are in. A mix of first-party and third-party cookies are used.

• Advertising - DexMach uses these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address. DexMach sometimes shares some limited aspects of this data with third parties for advertising purposes. We may also share online data collected through cookies with our advertising partners. This means that when you visit another website, you may be shown advertising based on your browsing patterns on our website.

10 How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

11 Privacy policies of other websites

The DexMach website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

12 Changes to our privacy policy

DexMach keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 2 April 2019.

13 How to contact us

If you have any questions about DexMach's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us: info@dexmach.com
Call us: +32 2 896 27 60
Or write to us:

> Dexmach
> Ruisstraat 226
> 9140 Tielrode (Temse), BE

14 How to contact the appropriate authority

Should you wish to report a complaint or if you feel that DexMach has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Email: contact@apd-gba.be
Address:

> Data Protection Authority
> Drukpersstraat 35
> 1000 Brussels, BE