

Privacy statement

LWYRS B.V. (also trading under the name LWYRS Advocaten Arbeidsrecht) respects your personal data and ensures that the personal information provided to it or otherwise obtained by it is treated confidentially. Personal data refers to all information about a person. Data that indirectly says something about someone is also personal data. The following implements the information obligation laid down in the GDPR to the data subject(s) whose personal data LWYRS B.V. processes.

Data controller and communication

LWYRS B.V. processes personal data in order to offer services, improve its services and communicate with you personally as a data subject. Mr P.W.H.M. Willems is the data controller.

Purpose of processing personal data

LWYRS B.V. processes the personal data listed below exclusively for the purposes listed below:

- providing legal services, including the performance of an agreement and conducting (legal) proceedings;
- supervising mediations;
- collecting invoices;
- advising, mediating and referring;
- complying with our legal and statutory obligations;
- marketing and communication activities;
- recruitment and selection (job applications).
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What personal data is processed?

LWYRS B.V. processes the following (types or categories) of personal data for the purpose of providing services or which have been provided by the data subject on their own initiative: name, address, telephone number, email address.

LWYRS B.V. processes the aforementioned personal data because it has been provided by you as the data subject on your own initiative, has been obtained in the context of the provision of services, has been made known to us by third parties, including counterparties, or has become known through public sources.

Basis for processing personal data

LWYRS B.V. processes the above-mentioned personal data exclusively on the basis of the following grounds as referred to in Article 6 of the GDPR:

- legal obligation
- performance of a contract
- consent obtained from the data subject(s)
- legitimate interest.

Sharing personal data with third parties

LWYRS B.V. only shares your personal data with third parties to the extent necessary for the provision of services, with due observance of the aforementioned purposes. This includes, for example, the substitution of another solicitor, conducting or commissioning an expertise investigation, or engaging another third party on behalf of and on the instructions of LWYRS B.V., such as an IT supplier, but also the

provision of your personal data in connection with (legal) proceedings or correspondence with the other party.

In addition, LWYRS B.V. may provide personal data to a third party, such as a supervisory authority, the Bar Association (Nederlandse Orde van Advocaten) or another public authority, insofar as there is a legal obligation to do so. In the event of a mediation assignment, the following applies: in connection with the requirements of our professional group, your data may be provided to the Foundation for Quality Mediators (SKM) and/or the Foundation for Disciplinary Proceedings in Mediation (STM). If a complaint is filed against one of our professionals in their capacity as a mediator in connection with your case, your data will be shared to the extent necessary for the defence against that complaint. If a complaint is filed against one of our professionals in their capacity as a solicitor in connection with your case, your data will be shared to the extent necessary to defend against that complaint. In all these cases, your data may also be shared with our professional liability insurer.

Your data will be treated confidentially by the aforementioned authorities. We will not disclose your data to third parties, unless we are required to disclose certain data on the basis of legislation and regulations.

A processing agreement will be concluded with the third party that processes your personal data on behalf of and on the instructions of LWYRS B.V., as a result of which that third party will also be obliged to comply with the GDPR. Third parties engaged by LWYRS B.V. who offer services as data controllers are themselves responsible for compliance with the GDPR for the (further) processing of your personal data. This includes accountants, solicitors, and other third parties engaged for the purpose of obtaining a second opinion or expert report.

Security of personal data

LWYRS B.V. attaches great importance to the security and protection of your personal data and, taking into account the state of the art, takes appropriate technical and organisational measures to ensure a level of security appropriate to the risk. In the event that LWYRS B.V. uses the services of third parties, such as an IT supplier, LWYRS B.V. will lay down agreements on adequate security measures in a processing agreement in the context of the protection of personal data.

Retention period for personal data

LWYRS B.V. does not retain personal data that is processed for longer than is necessary for the aforementioned purposes of data processing or as required by law and regulations.

Privacy rights of data subjects

You can send a request for access, correction, restriction, objection, data portability, deletion of your personal data or withdrawal of previously given consent via the contact details below. You will receive further notification from us within four weeks of receipt of your request.

There may be circumstances in which LWYRS B.V. is unable to comply with your request as a data subject, either in whole or in part. Examples include the duty of confidentiality of solicitors and statutory retention periods.

You can address your requests as referred to above to Mr P.W.H.M. Willems (willems@lwys.nl).

Use of social media

The LWYRS B.V. website, www.lwys.nl, contains buttons and links to promote web pages or buttons that redirect you to social media networks or third-party websites, such as X, LinkedIn or Facebook. LWYRS B.V. does not supervise and is not responsible for the processing of your personal data by and through such third parties. The use of these media is therefore at your own risk. Before using the services of third parties, it is advisable to first read the privacy statement of those third parties.

LWYRS B.V. keeps usage data from the website(s) for statistical purposes. The personal data collected in this way is in principle anonymous and is not sold by LWYRS B.V. to third parties.

What are your rights?

Your rights are set out in Articles 15 to 20 of the GDPR. These include:

- a. the right to access your data and receive a copy thereof.
- b. the right to rectify your data.
- c. the right to have your data erased ('right to be forgotten').

For more information about your rights, see the GDPR (Articles 15-20).

Statistics and cookies

Cookies and Google Analytics are used on the LWYRS B.V. website, www.lwys.nl. For information about statistics and cookies, please refer to: www.lwys.nl/cookies.

Amendment of privacy statement

LWYRS B.V. reserves the right to change the content of this privacy statement at any time without prior notice. Changes to the privacy statement will be published on the law firm's website. We therefore recommend that you consult our website, www.lwys.nl, regularly.

Questions and contact

If you object to the processing of certain personal data or have any questions about it, please let us know. You can contact: willems@lwys.nl (tel. +31 (0)6 1832 4878).

For more information about the processing of personal data, you can also contact the Autoriteit Persoonsgegevens: www.autoriteitpersoonsgegevens.nl