



Yellow Research B.V. Privacy Statement

This privacy statement explains how Yellow Research BV (Yellow Research) handles your personal data. If you are a previous, existing or potential client of Yellow Research (YR) or you have shown an interest in a specific service or (e-)training, Yellow Research may process your personal data. Note that Yellow Research also processes personal data relating to individuals who do not have a personal contract with Yellow Research, because we provide services or (e-)training to the institution, such individual are affiliated with. Yellow Research may in such case be provided with information of researchers or support staff.

What are personal data?

Personal data is information about you personally. The best-known categories of personal data are name, address, email address, age and date of birth. But it may also include your bank account number, phone number, IP address and your national identification number. There are several special categories of personal data, such as data concerning your health and biometric data. Yellow Research only processes personal data if such is permitted by law and under the conditions stipulated therein.

Grounds for processing your personal data

By law, we are permitted to process personal data only if such is legitimate. This means that Yellow Research may only use your personal data for one or more of the following reasons:

Contract

We need your personal data for concluding and performing a contract or other arrangement with you or the organization you are affiliated with, for example if you attend a Yellow Research training or Yellow Research provides consultancy services in relation to your research proposal.

Invoicing

If Yellow Research provides services to you or your organization, Yellow Research may process your personal data for invoicing purposes.

Legal obligation

Yellow Research has a legal obligation to retain documentation that may contain your personal data based on tax law, archiving law and financial auditing.

Processing with or without consent

In many cases, we process your personal data without obtaining your explicit consent. This is permitted by law. This processing concerns personal data that need to be processed by Yellow Research, because:

- processing is necessary for an existing or potential agreement with you or your institution;
- processing is necessary for invoicing;
- the law requires us to retain your personal data for a certain period.

Yellow Research may receive personal information of you via the institution you are affiliated with. It is the responsibility of your institution to only provide information in compliance with privacy legislation.

In certain cases, Yellow Research may be required to ask you for your consent. For example, for sending you mailings with information on our trainings. You are always allowed to withdraw your consent by sending an e-mail to jones@yellowresearch.nl.

What do we process your personal data for?

We process your personal data for the following purposes:

- to meet the obligations under the contract we have with you or your institution;



- to continuously improve and update our services and training. For example, we follow up on the changes in evaluation criteria of the funding agency assessing the reasons for awarding or rejecting proposals. After gathering the information, the information will be anonymized. The outcomes of the assessment are of a general nature and cannot be related any individual;
- to send mailings with information on our training program, if you subscribed for the newsletter or provided consent.

Use for direct marketing purposes

If you have previously purchased a training or service from us, we are keen to keep you informed about our training and consultancy services. However, we will always request you first whether you wish to receive Yellow Research mailings.

Other purposes

We may use your personal data for other purposes than the purpose for which you supplied the personal data to us. For example, the assessment of the grant proposal to evaluate the changes in selection criteria. If we process your personal data for a purpose that requires your approval, we will ask you for your consent prior to such processing.

Access by third parties

There are situations in which others have access to your personal data. They concern persons or companies that provide services to Yellow Research, such as our training administration office, our book keeper and ICT support. We have data processing agreements in place with all of our service providers.

Yellow Research may be required to provide access to competent authorities. They include the Data Protection Authority, the Dutch Tax Authority, and other public authorities with a legal authority to request access to personal data.

Personal data protection

Yellow Research has data protection measures in place that comply with the requirements of the EU General Data Protection Law.

Processing outside the European Economic Area (EEA)

Yellow Research may occasionally share your personal data with others outside the EEA, for instance in the context of an outsourcing agreement. In that case, we ensure that we have concluded separate agreements with those parties, and that these agreements comply with the European standard, such as the European Commission model clauses.

Retention term

Yellow Research keeps personal data in any event for as long as is necessary to achieve the purpose.

The General Data Protection Regulation does not stipulate specific storage periods for personal data. Other legislation may specify minimum storage periods that we must comply with. Such legislation includes the general requirement for businesses to keep records, as set out in the Dutch Civil Code or tax laws.

Your rights

Based on privacy law, you may effectuate rights with respect to your personal data that we process.

Right to object

If we use your personal data based on a legitimate interest, you have the right to object. If you no longer want to receive Yellow Research mailings, you can unsubscribe at any time by sending an e-mail to jones@yellowresearch.nl.

Right to access, rectification, to be forgotten, and the right to restriction



You have the right to demand an overview of all personal data relating of you processed by Yellow Research.

If your personal data is incorrect, you may ask Yellow Research to correct.

You may ask Yellow Research to erase your personal data at any time. We are not always able to do this, however, and do not always have to comply with your request, for example if we are required by law to keep your personal data for a longer period.

You may also ask Yellow Research to restrict the processing of your personal data on a temporary basis. This is possible in the following situations:

- you think that your personal data are incorrect;
- wrongful use of your personal data by Yellow Research;
- we no longer require your personal data, but you still need your personal data in order to bring, exercise or substantiate a claim; or
- if you submit an objection.

Complaint and questions

Please sent an e-mail to admin@yellowresearch.nl if you have any questions about this privacy statement or if you are unsatisfied with how we handle your personal data. We will be happy to assist you. You also have the right to file a complaint with the Dutch Data Protection Authority.

Changes to the privacy statement

Changes to the law or Yellow Research services may affect the way in which we use your personal data. If this happens, we will make changes to the privacy statement and notify you of these changes. We will publish any changes on the Yellow Research website.