

# VOLTAGE Brussels Privacy Notice

**Last updated: 11 April , 2022**

## **1. PURPOSE OF THIS PRIVACY NOTICE**

This Privacy Notice (“**Privacy Notice**”) sets out how VOLTAGE Brussels NV/SA, a public limited company under Belgian law, with registered office at Excelsiorlaan 75 – 77 1930 Zaventem, Belgium, registered at the Crossroadbank of Enterprises with company number 0760.851.172 (“**VOLTAGE**”, “**us**” or “**our**”) processes your personal data in connection with our business, including the provision of our website at <https://event.voltage.brussels/> (“**Site**”) and the services we offer (“**Services**”).

In particular, this Privacy Notice explains our approach to any personal data that we as a data controller might collect from individuals (“**you**” or “**your**”) (i) when you use our Site or Services (ii) during any other interactions with us, or (iii) which we might otherwise process when providing Services to our clients (including the personal data we collect, why we collected it and your rights in respect of our processing of your personal data).

This Privacy Notice is intended to assist you in making informed decisions when using the Site and our Services. Please take a moment to read and understand this Privacy Notice. It is intended to be read in conjunction with our [Cookie Notice](#).

Finally, this Privacy Notice is intended to meet the requirements of the Regulation (EU) 2016/79 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (known as “**GDPR**”), as well as any national or international act or regulation in execution or replacement thereof (together referred to as “**Applicable Data Protection Law**”).

Please read this Privacy Notice carefully before providing us with personal data and do not hesitate to contact us in case you have additional questions via [privacy@thegroup.be](mailto:privacy@thegroup.be).

## **2. SCOPE OF THIS PRIVACY NOTICE**

This Privacy Notice only applies to the use of your personal data obtained by us, whether from you directly or from a third party. It does not apply to personal data collected by third parties during your communications with those third parties or your use of their products or services (for example, where you follow links on our Site to third party websites over which we have no control).

Further, this Privacy Notice is not intended to cover the processing of workplace personal data. Accordingly, if you are engaged as an employee/personnel for us, please see our Workplace Privacy Notice which sets out further information about how we may process your personal data in connection with your employment and/or engagement.

## **3. PERSONAL DATA WE PROCESS, PURPOSE AND LEGAL GROUND**

The below schedule provides you an overview of the personal data we collect about you, why we collect it (“purpose”) and what the legal ground for this processing via the Sites is.

PURPOSE	CATEGORIES OF PERSONAL DATA	LEGAL GROUND
To <b>provide</b> you with <b>information on our services</b>	Your contact details, which may include your name, e-mail address, postal address and contact telephone number	Your consent
To <b>respond</b> to your inquiries	Your contact details, which may include your name, e-mail address, postal address and contact telephone number	Necessary for the performance of a contract or in order to take steps at your request prior to entering into a contract
To <b>personalize your experience</b> on the Sites, e.g. to remember certain information so you will not have to re-enter it or to tailor the Sites around your preferences	Web behaviour (in aggregate)	Personal data processed via cookies: <ul style="list-style-type: none"> <li>- Cookies that are strictly necessary: our legitimate interest to tailor our websites to you</li> <li>- Cookies that are not strictly necessary: your consent</li> </ul>
To <b>measure and enhance the useability</b> of the Sites and to understand the effectiveness of our communications	Web behaviour (in aggregate)	Personal data processed via cookies: <ul style="list-style-type: none"> <li>- Cookies that are strictly necessary: our legitimate interest to measure and enhance the Sites and to learn about the effectiveness of our communications</li> <li>- Cookies that are not strictly necessary: your consent</li> </ul>
To <b>operate, evaluate and improve our business</b> (including developing new services; enhancing and improving our services; analyzing our services; managing our	This may include your device IP address, domain name, identifiers associated with your devices, device and operating system type and characteristics, web browser characteristics,	Personal data processed via cookies: <ul style="list-style-type: none"> <li>- Cookies that are strictly necessary: our legitimate interest to measure and enhance</li> </ul>

communications; performing data analytics; and performing accounting, auditing and other internal functions)	language preferences, clickstream data, your interactions with the Sites (such as the web pages you visit, links you click and features you use), the pages that led or referred you to the Sites, dates and times of access to the Site, and other information about your use of the Sites	the Sites and to learn about the effectiveness of our communications - Cookies that are not strictly necessary: your consent
To <b>comply with and enforce applicable legal requirements</b> , relevant industry standards, contractual obligations and our policies, including this Privacy Notice, our Privacy Shield Policy, and our Terms of Service.	This may include your contact details, which may include your name, e-mail address, postal address and contact telephone number	To comply with a legal obligation

In connection with your use of the Sites, you provide personal data to us in various ways. The types of personal data we obtain include personal data contained in content you submit, such as when you email us by clicking on VOLTAGE email address hyperlinks on the Sites. You are not obliged to provide this information but, if you choose not to do so, we may not be able to offer you certain of our services and features of the Sites.

#### **4. PERSONAL DATA COLLECTED VIA COOKIES AND OTHER TRACKING TECHNOLOGIES (“COOKIES”)**

##### **- WHAT ARE COOKIES**

A “cookie” is a text file that websites send to your computer or other internet-connected devices to uniquely identify your browser or to store information or settings in the browser. Cookies may involve personal data as well.

##### **- HOW CAN I CONTROL THE PROCESSING OF PERSONAL DATA VIA COOKIES?**

- To the extent required by applicable law, we will obtain your consent before processing personal data by means of placing cookies or similar technologies that are not strictly necessary for the functioning of the Sites or a service explicitly requested by you, on your

device. Otherwise (in case of strictly necessary cookies) we process your personal data on the basis of our legitimate interest.

- You can also stop certain types of cookies from being downloaded on your device by selecting the appropriate settings on your web browser. Most web browsers will tell you how to stop accepting new browser cookies, how to be notified when you receive a new browser cookie and how to disable existing cookies. You can find out how to do this for your particular browser by clicking “help” on your browser’s menu or by visiting [www.allaboutcookies.org](http://www.allaboutcookies.org). The Sites are not designed to respond to “do not track” signals received from browsers.

Please note that, without cookies or other automated tools, you may not be able to use all of the features of the Sites. To learn more about the use of cookies and how you can manage your cookie preferences, please visit our [Cookie Notice](#).

We do not obtain personal data about your online activities over time or across third-party websites, devices or other online services. On the Sites, we use third-party online analytics services, such as those of Google Analytics. To the extent required by applicable law, we will obtain your consent before using third-party analytics cookies. The service providers that administer these analytics services use automated technologies to collect data (such as email address, IP addresses, cookies and other device identifiers) to evaluate, for example, use of the Sites and to diagnose technical issues. To learn more about Google Analytics and how to manage your preferences, please visit <https://support.google.com/analytics/answer/6004245>.

## 5. RECIPIENTS OF PERSONAL DATA

We do not disclose personal data we obtain about you to third parties, except as described in this Privacy Notice. We may share your personal data with the following recipients and categories of recipients for the purposes described in this Privacy Notice:

- (1) Our subsidiaries and affiliates (together with VOLTAGE referred to as “**The Group**”) including, without being limited thereto:
  - E-GRAHICS NV/SA, Excelsiorlaan 75-77, 1930 Zaventem, company number 0444.878.226
- (2) Our international, including US, group companies, subsidiaries and affiliates.
- (3) Our service providers who perform services on our behalf, including data analytics providers. We do not authorize our service providers to use or disclose your personal data except as necessary to perform services on our behalf or to comply with legal requirements.
- (4) Government agencies, such as law enforcement authorities, for example in response to their requests.

We also may disclose personal data about you to recipients:

- (5) if we are required to do so by law or legal process (such as a court order or subpoena);
- (6) to establish, exercise or defend our legal rights;

- (7) when we believe disclosure is necessary or appropriate to prevent physical or other harm or financial loss;
- (8) in connection with an investigation of suspected or actual illegal activity;
- (9) in the event we sell or transfer all or a portion of our business or assets (including in the event of a reorganization, dissolution or liquidation); or
- (10) otherwise with your consent.

## **6. INTERNATIONAL TRANSFER OF PERSONAL DATA**

If you are located in the European Economic Area (“EEA”), we will comply with Applicable Data Protection Law in terms of providing adequate protection for the transfer of personal data to recipients in countries outside of the EEA.

In case we transfer your personal data to a third country or international organisation (i.e., outside the EEA), we will make sure that your personal data is either transferred to third countries that are deemed to be offering an “adequate” level of protection by the European Commission (a list of adequate third countries is available on the European Commission’s website), or alternatively, where your personal data is not sent to a country that provides an adequate level of protection, we will put in place appropriate safeguards with the entity receiving your personal data (e.g. the EU standard contractual clauses or binding corporate rules) to ensure that your personal data remains protected in accordance with Applicable Data Protection Law.

If you wish to receive more information or a copy of these safeguards, please contact us at the following e-mail address: [privacy@thegroup.be](mailto:privacy@thegroup.be).

## **7. OTHER ONLINE SERVICES AND THIRD-PARTY FEATURES**

Our Site may provide links to other online services and websites, and may include third-party features such as apps, tools, widgets and plug-ins (e.g. Facebook, Vimeo, Instagram, LinkedIn and Twitter buttons). These online services, websites and third-party features may operate independently from us. The privacy practices of the relevant third parties, including details on the personal data they may collect about you, is subject to the privacy notices of these parties, which we strongly suggest you review. To the extent any linked online service, website or third-party features are not owned or controlled by us, we are not responsible for these third parties’ data protection practices.

## **8. HOW WE PROTECT PERSONAL DATA**

We maintain administrative, technical and physical safeguards designed to protect personal data we obtain through the Sites against accidental, unlawful or unauthorized destruction, loss, alteration, access, disclosure or use.

## **9. HOW LONG DO WE KEEP PERSONAL DATA**

We do not retain personal data longer than necessary for the purpose for which they were collected. For example, we retain personal data we obtain about you for the duration of our contractual relationship, in accordance with our legitimate interests for retention or to take into account the applicable statute of limitations period or to comply with mandatory applicable law.

For more information please contact us via [privacy@thegroup.be](mailto:privacy@thegroup.be).

## 10. PERSONAL DATA OF CHILDREN UNDER THE AGE OF 16.

The Sites are designed for a general audience and are not directed to children under the age of 16. VOLTAGE does not knowingly collect or solicit personal data from children under the age of 16 through our Sites. If you believe that a child under the age of 16 may have provided us with personal data please contact us as specified in the ‘Contact details’ section below.

## 11. YOUR RIGHTS UNDER APPLICABLE DATA PROTECTION LAW

In accordance with Applicable Data Protection Law, you can exercise the following rights:

- You may request **access** to and obtain a copy of any personal data we have processed about you;
- You may also request that any of your personal data that is inaccurate or incomplete be **rectified** or completed;
- You may ask your personal data to be **erased**;
- You may **object** to the processing of your personal data, ask us to **restrict** processing of your personal data or request **portability** of your personal data;
- You may also **object**, free of charge, to the processing of your personal data for **direct marketing** purposes by contacting VOLTAGE at the below address or by using the unsubscribe button in each direct marketing communication;
- If we collect and process your personal data with your consent, you can **withdraw your consent** at any time. The withdrawal of your consent shall not affect the lawfulness of any processing based on your consent before its withdrawal;

You may exercise these rights by contacting the us via the details provided below. We will manage your request in accordance with Applicable Data Protection Law.

In addition, you have the right to **lodge a complaint** with a supervisory authority.

## 12. HOW TO CONTACT US

If you have any questions about this Privacy Notice, want to exercise your rights as a data subject or want to contact our data protection officer (“DPO”), you can contact us using the following methods:

<b>Email</b>	Send us an email at: <a href="mailto:privacy@thegroup.be">privacy@thegroup.be</a>
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<b>Post</b>	Write to us at: Excelsiorlaan 75-77, 1930 Zaventem
<b>Telephone</b>	Call us on: 02 679 75 30

### **13. CHANGES TO THIS POLICY**

We will update this Privacy Notice from time to time to reflect any changes or proposed changes to our use of your personal data, or to comply with changes in applicable law or regulatory requirements. We may notify you by email of any significant changes to this Privacy Notice, but we encourage you to review this Privacy Notice periodically to keep up to date on how we use your personal data. If we update this Privacy Notice, we will update the effective date at the top of the page.