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Privacy Statement

The Access to Seeds Foundation (ATSF), located at Weesperstraat 61, 1018 VN Amsterdam The Netherlands, is responsible for the processing of personal data as shown in this privacy statement.

Contact details:

<https://www.accesstoseeds.org/>
Weesperstraat 61
1018 VN Amsterdam
The Netherlands +31 8 53 03 29 32

For any questions about your privacy you can reach the ATSF data protection team at info@accesstoseeds.org

Personal data that we process

ATSF holds and processes your personal data in order to maintain a relationship with you. This information has been provided to us by you when signing up to our newsletter or when attending an event or conference.

Below is an overview of the personal data we might process:

- First and last name
- Sex
- Address data
- Phone number
- E-mail address
- Other personal data that you actively provide, for example by subscribing on our website, in correspondence and by telephone
- Location data
- Information about your activities on our website
- Internet browser and device type

For what purpose and on what basis we process personal data?

ATSF processes your personal data for the following purposes:

- To send our newsletter with updates about the Access to Seeds Index
- To keep in touch on issues related to the Access to Seeds Index (i.e. storing business cards)



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What systems do we use?

ATSF uses the following computer programs or systems:

- MailChimp
This is an e-mail marketing system. If you request to receive our newsletter via the website, the information you provided during sign-up will be processed in this system. From this system you then receive the newsletter.
- Exact Online
This is our financial system. If we worked together based on a contract your information is in this system.
- Salesforce
This is our CRM system. We store personal data you actively provided to us or information we can find online.
- Office 365
This is our collaboration tool. We share documents and information with employees of ATSF.

How long we store personal data

ATSF does not store your personal data longer than is strictly necessary to achieve the purposes for which your data is collected. Our retention period is in line with the Netherlands national legislation provisions which can be found in the General Tax Act (GTA) (Algemene Wet inzake rijksbelastingen) and the Dutch Civil Code (Burgerlijk). It states the following periods for the different purposes of storing personal data:

- For our newsletter, we only need your e-mail address. If you unsubscribe, you will be left inactive in the system, not completely removed. This is to ensure that we do not approach you again once you have indicated that you no longer wish to receive e-mail updates. We clean our systems at least once a year.
- Accounting and finance documents: 7 years after the inactivity of transactions.
- HR documents including pensions and salaries: 5 years after the termination of employment.
- Required for communication/invoicing: 12 months for telephone communication and 6 months for internet data.
- Personal data: No longer than necessary for achieving the purposes for which the personal data was collected or subsequently processed.

View, modify or delete data

You have the right to view, correct or delete your personal data, as well as the right to withdraw your consent and be forgotten; this means ATSF will terminate the processing of your personal data. You also have the right to data portability, which means that you can submit a request to us to send the personal information we hold on you or another organization mentioned by you in a computer file.

To send a request for access, correction, deletion and the data transfer of your personal data please send an email to info@accesstoseeds.org.



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To ensure that the request for access has been made by you, we ask you to send a copy of your ID with the request. Make your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and Citizen Service Number (BSN) black in this copy. This is to protect your privacy. We respond as quickly as possible, within at least 40 days of your request. If data removal has been requested, all identifying contact information included in your request will also be deleted after the request has been fulfilled.

ATSF also wants to point out that you have the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link: <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

Sharing personal data with third parties

ATSF will not sell your information to third parties and will only provide this information if it is necessary for the execution of our agreement with you or to comply with a legal obligation. With companies that process your data in our assignment, we conclude a processor agreement to ensure the same level of security and confidentiality of your data. ATSF remains responsible for these processing operations.

Cookies, or similar techniques, that we use

ATSF does not use cookies or similar techniques.

Automated decision-making

Automated decision-making refers to decisions taken by computer programs or systems without involving a person (for example, an employee of ATSF). ATSF does not rely on automated decision-making on matters that can have (significant) consequences for people.

Protection of data

ATSF takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification.

If you feel that your data is not properly secured or there are indications of abuse, please contact us at info@accesstoseeds.org.