



We respect privacy. We only process personal data in line with the purpose for which they were provided to us and in conformity with the General Data Protection Regulation (GDPR). Of course, we will process your personal data in a careful and confidential manner. In order to inform you about this, we have drawn up this privacy statement. If you have any questions regarding the processing of your personal data, please contact us.

## **About us**

The Expatriate Archive Centre (hereinafter: 'EAC') is the controller with regard to the processing of the personal data in the materials under the GDPR. If you have any questions about this privacy statement or if you wish to submit a request with regard to your rights, do not hesitate to contact us. You can contact us via the details below.

### **Our contact details are:**

Expatriate Archive Centre  
Paramaribostraat 20  
2585 GN The Hague  
Chamber of Commerce: 41159441

## **Which data do we collect?**

When you fill in the Application form, you will be asked to fill in certain data. In this case, we only process the data you provide to us yourself. As well as non-personal data, these may include the following types of personal data:

- Full name;
- E-mail address.

## **For what purpose do we use personal data?**

The personal data provided to us by you is collected and stored for the purpose of communication with regard to the EAC Thesis Award.

## **With whom do we share personal data?**

We use the services of Microsoft Cloud, administered by CaptureTech. More information about CaptureTech's policies can be found at <https://www.capturetech.com/wp-content/uploads/2022/11/Algemene-voorwaarden-CaptureTech.pdf>.

All personal data is stored by us or our processors in a country in the EU / EEA or in an adequate country, and we have concluded a processor agreement with CaptureTech to process your personal data safely.

### **Security of personal data**

We have taken appropriate technical measures to protect personal data against loss or other unlawful forms of processing. These measures ensure a level of security appropriate to the data that we process. Moreover, all staff and volunteers must sign a confidentiality agreement before handling any material.

### **Retention period**

Your data will be retained only for as long as they are necessary for the purposes for which they were collected.

The data you have provided to us will be used for as long as we might still communicate with you. These personal data will be deleted within 10 years after our last communication with you.

The retention period mentioned above applies unless there is a legal obligation for us to retain the data for a longer period.

### **Your rights**

We would like to inform you about the rights you have and the influence you can exert on the processing of your personal data. If you want to exercise one of these rights, please contact us by e-mail at [welcome@xpatarchive.com](mailto:welcome@xpatarchive.com).

### **Access, rectification and erasure**

You have the right to know what personal data we process about you, and you may then request that it be rectified or deleted.

### **Restriction of processing**

You have the right to ask us to limit the processing of your personal data, for example, if the data is no longer correct, the processing is unlawful, if we no longer need your personal data or we are awaiting a decision on the objection you have made against processing.

### **Right of objection**

You have the right to object to the processing of your personal data. If you object to the use of personal data for the purposes of direct marketing, we will no longer use your personal data for this purpose.

### **Data portability**

You have the right to receive your personal data from us in a structured, commonly used and machine-readable form so that you can transfer it to another party if you had given us permission to process your data and when the processing was done automatically.

### **Withdraw consent**

If we have obtained your data for a certain purpose on the basis of your consent, you may withdraw this consent at any time. Withdrawal of consent does not affect the lawfulness of the processing that occurred prior to the withdrawal.

### **Complaints**

Do you have complaints about how we handle your personal data? You have the right to submit your complaints to the supervisory authority within your EU Member State.

If you are from a non-EU Member State, you can file a complaint with the Dutch Data Protection Authority (<https://autoriteitpersoonsgegevens.nl/en>).

### **Modifications**

We may have to change our privacy statement, for example, because we have started using a different method. If the changes apply directly to you, we will also communicate the changes directly with you. If at any time you desire an updated copy of this privacy statement, please send a written request to [welcome@xpatarchive.com](mailto:welcome@xpatarchive.com).