

# **Privacy and GDPR Policy**

#### General

Ashford Farm welcomes you to this website and appreciates your interest in our company. Ashford Farm attaches great importance to your privacy. In compliance with the applicable General Data Protection Regulation (GDPR), we want you to know that we are committed to protecting and respecting your privacy. That is why we believe it is important to inform you how we handle your personal data. This Privacy and GDPR Policy applies to all personal data that our customers, visitors including visitors to our website, leave behind. In the light of transparency, we have described in this policy what we do with this data and how we use it.

## Personal datatypes

The types of personal data that are processed by Ashford Farm among others via the website may concern data such as name, gender and address details, phone numbers, e-mail address, birthdate and place, company name and VAT number, invoicing information, facility security-CCTV/video footage and cookies. Searches on our website can also be saved and linked to, for example, your IP address, as well as the information that a website visitor uploads or enters on the website. For example, we also process uploaded CV's and motivation letters when someone applies for a vacancy at our company.

In addition, information can be automatically stored about you as a visitor to the website, such as your IP address and your click behaviour. We extract this information via your visit using so-called cookies. More information about this can be found in the Cookie Statement below.

We would like to point out that even if you visit the website as a business customer and leave any of your business data with us, we regard this data as to be protected (indirect) personal data and we therefore guarantee your privacy also on this type of data.

### Purpose for processing personal data

Data that you provide to Ashford Farm via the website or through other ways is processed by us for general business purposes such as providing information about our products and services, to fulfil our contract(-s) with you and to fulfil our legal obligations. Your data can also be used for our marketing purposes, for example to send you digital newsletters, provided you have given your explicit consent for this and/or to help us organizing events. We consider this form of contact to be Ashford Farm's legitimate business interest.

In addition, the website is also intended as a job application channel and vacancies are also shown via the website. These processing activities are also considered Ashford Farm's legitimate business interest, as well as necessary for (the preparation of) an employment agreement and or salary statement.



## **Receiving parties**

Ashford Farm's employees (including Management and Directors), administrators and/or advisors can have access to your personal data, to the extent necessary for realizing the intended purposes as mentioned above.

The processing activities include at least sending the personal data within Ashford Farm.

We will only pass your data to third parties in the following circumstances:

- -you have provided your explicit consent for us to pass data to a named third party;
- -we are using a third party purely for the purposes of processing data on our behalf and we have in place a data-processing agreement with that third party that fulfils our legal obligations in relation to the use of third-party data processors;
- -we are required by law to share your data.

If Ashford Farm believes that you are using the website unlawfully, this is a lawful reason to forward your personal data to a (legal) third party recipient.

Ashford Farm's website also has several links to websites from third parties and/or our partners. Ashford Farm has no influence and therefore no responsibility for the way these third parties handle your personal data and the GDPR-regulations, to learn more about that you need to check their privacy/GDPR policies yourself before continuing visiting their websites.

## Storage of data and retention period

Your personal data will be carefully (digitally) stored by Ashford Farm in the EEA (European Economic Area) with appropriate and reasonable protection measures. Ashford Farm will provide suitable technical and organizational security measures which includes keeping our IT-systems up to date and ensuring proper backup of all data and content. All our measures are aimed at preventing abuse and loss of personal data, however since the security of any data transmission over the internet can never be fully guaranteed, everything you send us you send at your own risk. You always have the right to ask to see copies of the information we hold for you. Ashford Farm will not retain your data for longer than is strictly necessary. For the purposes described above, a retention period of 12 months from the moment our business relationship ended is reasonably applicable, unless a renewal-period of your consent is sought and obtained by us from you.

In addition, Ashford Farm may retain anonymised data for statistical and research purposes for an indefinite period.

For personal data that we receive in the context of a job application, Ashford Farm will not retain this information for longer than 4 weeks after the relevant procedure has been closed. If Ashford Farm has requested and obtained your consent, Ashford Farm may retain this job application data for a maximum of three years.



## Your rights

Because we collect, hold and process your personal data, you always have the right to:

- -submit a written request to inspect your personal data or to correct incorrect data and/or to delete or move your data;
- -submit a written request for restriction and objection to the processing of personal data:
- -submit a written request for data portability;
- -submit a written request to withdraw your consent.

If you wish to make use of (one of) these options, you can contact: info@ashfordfarm.net. For all requests and your rights, Ashford Farm will make a balance of interests and will grant your request as much as possible. If you wish to withdraw your consent for whatever reason, we are obliged to comply with this. All personal data that you leave on our website is provided voluntarily. However, it goes without saying that we are unable to contact you, provide information or carry out any (application) procedure if we do not have the correct personal data. Changes and notifications about your privacy

If you have any questions or comments about our processing of your personal data and/or about this Privacy and GDPR Policy, we request that you contact us via info@ashfordfarm.net. We will do our utmost to help you. If you believe that Ashford Farm is not acting in accordance with this privacy policy or with the GDPR, we request that you also contact us via the same email-address. If we are unable to resolve the matter, you always have the option of reporting it to the Belgian Data Protection Authority.

This policy was last amended in 2024 and applies to Ashford Farm BV, Vosheuvelstraat 46, 3950 Bocholt, Belgium, <a href="www.ashfordfarm.net">www.ashfordfarm.net</a>, registered in the Belgian Crossroads Bank of Undertakings under number BE 0832.872.682. If Ashford Farm chooses to change this policy, we will make this known on our website.



#### **Cookie Statement**

In order to optimize the working and improvement of our website and our services, so-called 'cookies' are placed on your computer to a limited extent via our website. These cookies are small information files that are stored on your computer. These (functional-, technical-, statistics- and/or marketing-) cookies are used, among other things, to track the interaction of visitors with the website, they record which parts of our website you have been visiting and for how long. Cookies can make it easier for you to use our website also during possible future visits of our website. Cookies are not kept longer than necessary to achieve the intended purpose. The program Google Analytics may be used for this, this is a web analysis service of the company Google Inc.

You can regulate the placement of cookies via your browser settings. Most browsers can be set in such a way that cookies are refused or that you are notified when you receive a cookie. For instructions regarding adjusting the settings of the browser, we refer you to the supplier of your browser. Regulating cookies via your browser may not affect the unlimited use of the website, but it may affect the use of other websites.