

1 INTRODUCTION

The company is committed to protecting the privacy of our customers, employees, and other stakeholders. We have implemented this GDPR Policy to ensure that we are compliant with the General Data Protection Regulation (GDPR), which came into effect on May 25, 2018. This policy outlines how we collect, use, and protect personal data in accordance with the GDPR.

(*) Company = All GEOxyz entities incl. GEO@Sea

2 DEFINITIONS

For the purpose of this policy, the following definitions apply:

- "Personal data" refers to any information that relates to an identified or identifiable natural person.
- "Processing" refers to any operation performed on personal data, such as collection, use, storage, or destruction.
- "Data subject" refers to an identified or identifiable natural person whose personal data is being processed.

3 DATA COLLECTION

The company only collects personal data that is necessary for the purposes outlined in this policy. We collect personal data through various means, including:

- Direct interactions with data subjects, such as through forms and applications.
- Third parties, such as credit bureaus and background check companies.

We may collect the following types of personal data:

- Contact information, such as name, address, telephone number, and email address.
- Demographic information, such as age, gender, and marital status.
- Financial information, such as bank account and credit card details.
- Employment-related information, such as job title and salary.

4 DATA USE

The company uses personal data for the following purposes:

- To provide products and services to customers.
- To communicate with data subjects and respond to their inquiries.
- To manage and improve our business operations.
- To comply with legal and regulatory requirements.

5 DATA PROTECTION

The company takes appropriate technical and organizational measures to protect personal data against unauthorized access, use, disclosure, modification, or destruction. These measures include:

- Encrypting personal data when it is transmitted or stored.
- Restricting access to personal data to authorized employees and contractors.
- Regularly testing and evaluating the effectiveness of our data protection measures.

6 DATE RETENTION

The company only retains personal data for as long as it is necessary for the purposes outlined in this policy. We have established retention periods for different categories of personal data based on legal and business requirements. When the retention period expires, we securely destroy or anonymize the personal data.

7 DATA SUBJECT RIGHTS

Under the GDPR, data subjects have the following rights:

- The right to be informed about the collection and use of their personal data.
- The right to access their personal data and obtain a copy of it.
- The right to rectify their personal data if it is inaccurate or incomplete.
- The right to erase their personal data (also known as the "right to be forgotten").
- The right to restrict the processing of their personal data.
- The right to object to the processing of their personal data.
- The right to data portability, which allows them to receive their personal data in a structured, commonly used, and machine-readable format and transmit it to another controller.
- The right not to be subject to automated decision-making, including profiling.

Data subjects can exercise their rights by contacting the company at the following email address:

gdpr@geoxyz.eu . We will respond to all requests within 14 days.



Patrick Reyntjens
CEO

Zwevegem, 20/12/2022