

Privacy statement

This privacy statement concerns the processing of data carried out by Attached | Language intelligence in our database and via our website www.attachedlanguage.com.

Attached respects the privacy of our business contacts and users of our website. We ensure that the personal information you provide to us is treated confidentially in a secure environment.

This privacy statement applies to the services provided by Attached, consisting of the delivery of language services in the broadest sense.

What data do we hold?

Attached may process personal data about you because you are using our services, entered this data when creating an account on our Client Portal, used a (contact) form on the website or provided us with your data in other ways.

This involves data such as:

- first name and surname
- gender
- address details
- telephone number
- e-mail address
- employer / company where you work

It is also possible that the documents you offer us for processing contain personal data regarding you or third parties. This data may go beyond the above list.

For what purposes do we use your data?

Our business operations consist in the provision of language services. We use your personal data in order to provide these services in an adequate manner. As part of the execution of an assignment, or during the quotation phase that precedes it, we need the personal data of a contact person. In addition, we have a legitimate interest in processing your personal data while performing our services because we may need to contact you about the contents of the documents.

Attached also processes your personal data for the purpose of informing you about our (new) services, inviting you to meetings or sending you mail shots. These communications require your consent.

If an assignment we have been granted involves a third party's personal data, it is up to you to inform us about this. In that case, we will ask you to anonymise or pseudonymise this data, or to indicate why you are unable to do so. Alternatively, we can anonymise or pseudonymise this data at your expense. We will document this.

If anonymisation or pseudonymisation is not possible, we will regard the personal data as a part of the assignment you granted us and will process the data for that purpose, even if it involves special personal data. We will assume that you are entitled to provide us with that personal data. We do not process criminal data, unless you can demonstrate that you are entitled to provide such data.

Attached does not use automated decision-making processes.

For how long do we retain your data?

Attached retains your personal data for the duration of the statutory retention period. Documents stored in our translation system are retained for a maximum period of five years. If you withdraw your consent, the data will be retained for another six months. If different retention periods apply, these will be communicated to you in writing.

After the end of the retention periods, the personal data will be destroyed or archived.

Sharing with others

Attached does not sell your data to third parties.

The staff members in our employment have a duty of secrecy.

We conclude data processing agreements with companies and other third parties which process personal data on our instructions, so as to ensure the same level of protection and confidentiality of the data.

Cookies

Attached does not use any cookies that result in the use of personal data. A cookie is a small text file that is stored on the browser of your computer, tablet or smartphone the first time you visit a website.

Social media

Our website includes buttons of various social media organisations such as Facebook, Twitter and LinkedIn. These buttons work by means of codes originating from these social media organisations themselves. If you use the buttons on our website, these codes may trigger the placement of cookies, which cookies can then be read by the social media organisations concerned. We are not responsible for these cookies and the possible data which the social media organisations gather in this way, and we refer to the statements which these social media organisations provide on this point on their own websites. Such statements may change regularly.

Google Analytics

Attached uses Google Analytics for the purpose of monitoring how visitors use the website. This information does not contain personal data.

Accessing, adjusting or removing data

You are entitled at any time to access, amend or restrict the personal data which we hold about you. In addition, you may request that your data be transferred or removed altogether. You also have the option to object to the data processing or to file a complaint with us. You can submit these requests via info@attachedlanguage.com. Attached will respond to your request as soon as possible and in any case within one month. Alternatively, you can submit complaints to the Dutch Data Protection Authority [*Autoriteit Persoonsgegevens*] via <https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens>.

Protection of your data

Attached takes the protection of your data seriously and has taken appropriate internal and technical measures to prevent abuse, loss, unauthorised access, unwanted disclosure and unapproved alteration. If a data leak involving personal data should nevertheless occur despite the measures taken, Attached will take the requisite steps and inform you accordingly where necessary.

If you have the impression that your data is not properly secured, if there are indications of abuse or if you require more information about the protection of the personal data we have gathered, then please do not hesitate to contact us via info@attachedlanguage.com.

Any questions?

If you want to ask us a question or send us your comments, then please contact us via info@attachedlanguage.com.

Legal entity

The personal data is processed for the benefit of

Attached B.V.
Scheveningseweg 120
2584 AE The Hague
The Netherlands
+31 70 3459401
info@attachedlanguage.com