

Privacy Policy

In this Privacy Policy CM Partners B.V. and CM Partners Capacity B.V. will inform you about the way in which your personal data is handled within our organisations. CM Partners B.V. and CM Partners Capacity B.V. are responsible for the processing of your personal data. The responsible parties are hereinafter collectively referred to as 'CMP'. CMP respects your privacy and we abide by the rules posed by the GDPR (General Data Protection Regulation).

Which data is processed?

CMP processes the personal data we receive from you or your employer. This for example concerns data that we receive upon registration for a course, a request for our brochure, registration for our newsletter or if you contact us in another way. We among other things collect and process the following personal data: your name, address and other contact details, details relating to the course for which you have registered, including payment details, your feedback about the course and other information you provide to us. In addition, CMP collects and processes personal data in the context of your study programme, such as your attendance, any results such as examinations and improvement plans and whether you have successfully completed the course.

For what purposes is your data processed?

CMP uses your personal data for the following purposes:

- the registration and administrative handling of your participation in the training you have booked;
- providing the training you have booked;
- to be able to call or email you if this is necessary in order to provide our services;
- to carry out analyses in order to improve our services;
- to be able to send you our newsletters or brochures;
- to provide you with requested information and to respond to your questions;
- to once again be able to contact you by email or phone following up on your information or download request or general question, if you have given permission for this;
- to comply with laws and regulations which apply to CMP.

If you agreed this with your employer, CMP can provide information about your presence to your employer. We can additionally make your personal data available to our accreditation institutions. CMP will not provide your data to other third parties, unless you have given prior permission to CMP or if CMP is legally obliged to do so.

Cookies

Our website uses cookies. Cookies are small text files that are automatically placed on your computer by the internet browser. Using a session cookie one can, among other things, keep track of which web pages you are viewing and which options you use. We among other things use this information to make our website more user-friendly. Session cookies are automatically deleted when you close your internet browser. You can set up your internet browser to notify you when a cookie is placed. You can also completely block the placement of cookies. However, you may then not be able to use all the functionalities/parts of our website.

The other cookies we use are:

Google Analytics

- Purpose: the Google Analytics cookie keeps track of how a user uses the website. Usage information is used to compile reports for CMP and to offer other services related to internet usage.
- Characteristic: the cookie comes from Google and is deleted after a maximum of two years.
- Sharing: Google does not share any anonymous data with third parties (except third parties that process information on behalf of Google). [View Google Privacy Statement](#).

Hotjar

- Purpose: the Hotjar cookie keeps track of where the user clicks on the website. This allows us to improve the website experience for the user.
- Characteristic: the cookie comes from Hotjar and is stored for 1 year.
- Sharing: Hotjar does not share any information with third parties. [View Hotjar Privacy Statement](#).

LinkedIn Insight

- Purpose: the LinkedIn Insight cookie keeps track of how a user uses the website. Usage information is used to compile reports for CMP and to offer other services related to internet usage.
- Characteristic: the cookie comes from LinkedIn and is stored for 6 months.
- Sharing: LinkedIn does not share non-personal data with third parties. [View LinkedIn Privacy Statement](#).

Newsletters

CM Partners has two kinds of newsletters. A general newsletter and the newsletter aimed at the annual National Contract Management Conference. If you're on our mailing list, you'll receive both newsletters. With these newsletters we inform you about our services, changes to them, trainings, events, blogs, articles, studies, whitepapers and other relevant information regarding our services and the field of contract management.

CMP has access to your (click) behaviour in follow-up to our newsletters and uses this to better tailor the newsletters and the offer of our services to the needs of our customers.

Security and retention period

Your personal data is protected against misuse and access by unauthorized persons using current commonplace techniques. CMP stores your personal data as long as is necessary for the purposes indicated above or as long as the law prescribes. CMP may retain the personal data for longer if there are circumstances that justify this.

In the event of an (illegal) breach of the security of our systems, we will do everything in our power to secure your (contact) data. We will inform you in case of an unforeseen data leak.

Inspection, correction and deletion

You have the right to view, correct or delete your personal data. You can send CMP a specified request for this by sending an email to <mailto:info@cpartners.nl> mentioning your name and address. CMP will respond to a request for inspection or correction as soon as possible but no later than within two weeks. In the case of a request for removal, CMP will remove the relevant personal data as soon as possible, unless and insofar as the law obliges us to keep the relevant personal data or there are (other) urgent reasons that oppose removal.

We would also like to point out that you can file a complaint with the national supervisory authority, the Dutch Data Protection Authority. You can do this via the following link:

<https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

Modifications

CMP can modify this Privacy Policy. We as such recommend that you frequently read this Privacy Policy to stay informed of any modifications. Impactful modifications are also communicated through our mailings. This Privacy Policy was last modified on 31-5-2018.