

# **Privacy Statement Sphere of Influence 360**

We are committed to ensuring the security of information, products, and services. An important part of this is the protection of information about (potential) clients/participants, protection of their privacy, and ensuring their (personal) data is handled correctly.

The information we obtain from (potential) clients and participants is stored and processed with the greatest possible care. In doing so, we comply with all applicable laws and regulations, including the Code of Ethics for Psychologists and the General Data Protection Regulation (GDPR).

# Collection, processing, and security of personal data

- We collect and process personal data for the following purposes:
- To communicate with clients or participants.
- To be able to perform the agreed-upon service.
- To conduct research to improve the quality of our tests/questionnaires.

The personal data processed in our Talent Scanner test system (the platform that hosts the Sphere of Influence 360) is carefully secured and inaccessible to third parties. For example, data received via the system is sent via a secure HTTPS connection and the data center where the dedicated server is located is ISO9001, ISO27001, and NEN7510-certified. These certificates can be requested from us.

#### Secrecy

Our employees are contractually bound to ensure the confidentiality of confidential information, including personal data. Only authorized employees have access to this information. All employees have been instructed on how to deal with confidential information and have received training in how to deal effectively with social engineering attacks.

Third parties involved in the execution or support of the service, such as the test's technical supplier, are also contractually bound to confidentiality.

Occasionally, certain necessary data may have to be made available to third parties because of a legal obligation or a dispute, for example in the case of a collection procedure.

## Retention period, access and deletion of personal data

Candidate data on the Talent Scanner platform is stored for a period of 1 year. This is the retention period indicated as a guideline by the Netherlands Institute of Psychologists (NIP) and described in article 36 of the NIP Professional Code.

On the Talent Scanner platform, candidates are more specifically informed about the purpose, their rights, and other relevant information regarding the processing of their personal data.

## Cookies

The Sphere of Influence 360 website uses cookies. We use these to save certain user settings to optimize the use of the website. We also use analytical cookies to measure how many visitors come to the website and what is most viewed. The statistical information collected is used to optimally tailor the content of the website.