

## **Website - privacy statement**

This site is owned and operated by the International Taste Institute SPRL in short “the Taste Institute”, having its registered office at rue Colonel Bourg 105A, 1140 Evere, and registered under number BCE 0867.327.874 (hereinafter the Taste Institute”or “we”).

The Taste Institute has defined policies and practices in order to assure your privacy. The privacy of visitors of our site is of primary importance to us and we are highly concerned with compliance with the requirements of the privacy legislation applicable in Belgium, and in particular the General Data Protection Regulation (hereinafter the “GDPR”).

We collect certain information from and about our visitors of the website with address: [www.taste-institute.com](http://www.taste-institute.com) (hereinafter “the Website”). Here are our undertakings regarding the security and privacy of that information.

### **Information collected**

Our Website offers you the possibility to contact us or to register to or log in our restricted area.

With your consent, the Taste Institute only collects and processes personal data you have voluntarily provided us with while completing the contact form (such as your name, email address and phone number) for the purpose of addressing your request.

With your consent, the Taste Institute also collects and processes personal data you have voluntarily provided us with while filling in the registration form to get access to our restricted area (such as surname, name, function, phone number, email address, and security related data (login and password)). We process your personal data for the purpose of administration of the restricted area, to share information and to maintain public and professional relations with you (we might send you emails about our activities, latest news, etc.).

In both cases, we only keep your data as long as it is necessary for the abovementioned purposes. We will not sell or communicate your data to third parties unless it is expressly authorized by you, required by law, or is necessary to enable our employees or authorized agents to provide you with our services.

### **What are your rights ?**

You have the following rights with respect to personal data we hold about you, subject to GDPR and other applicable legal restrictions:

- right of access to your personal data;
- right to rectification of incorrect or incomplete personal data;
- right to erasure of your personal data;
- right to restriction of processing of your personal data;
- right to data portability; i.e., right to receive your personal data in a structured, commonly used and machine-readable format and to transmit those data to another controller;

right to object to all or part of the processing, when legally allowed;  
right not to be subject to automated individual decision-making, including profiling within the limits set out by the law;  
right to withdraw consent at any time when we process your personal data based on your consent;  
right to lodge a complaint with a supervisory authority in the EU.

If you wish to exercise any of these rights or if you are not satisfied about how we protect your privacy, you should address your request by email together with a proof of your identity (e.g. a copy of your ID from which you should hide unnecessary information), to the Taste Institute at: [info@taste-institute.com], or write us at International Taste Institute SPRL, rue Colonel Bourg 105A, 1140 Evere. By sending us such proof of your identity, you consent to the processing of data it contains. We will only use such information to verify your identity. We will keep such data only for the time necessary to address your request, after which we will delete them.

The Taste Institute will address your requests without undue delay and in any event within one month of receipt of such requests.

You will not be charged for access requests, except if the requests are manifestly unfounded or excessive (e.g. repetitive). In such case, the Taste Institute reserves the right to refuse to act on the request.

You also have the right to lodge a complaint with the Belgian supervisory authority (<https://www.dataprotectionauthority.be/>).

### **Information protection**

We take precautions to ensure that the information you submit to us via the web is processed in a safe and secure way as reasonably possible. In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect. These technologies and measures are tested on a regular basis and updated if necessary.

However, the web is an open system, therefore while we take measures to protect your information once it has been submitted to us, we cannot guarantee the security of e-mails sent to us while they are in transit. Therefore, if you wish to communicate sensitive information to us, we recommend calling us or writing us by normal mail instead of using e-mail.

### **Links**

This website contains links to enable you to easily visit other Internet sites of interest. However, you should note that such websites are not owned, controlled or maintained by the Taste Institute. These links are included for your convenience only. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites. If you link to one of these websites, your privacy at such sites will be governed by the privacy policies of such websites and not by the Taste Institute's privacy policy.

## **Cookies**

When you visit our site, we may place a "cookie" on your browser. Cookies are small pieces of data that contain an identifier recognized by our web server. Cookies allow us to recognize you as a returning user and to customize your experience on our website.

We use cookies in compliance with the Belgian law of 13 June 2005 on electronic communications.

By visiting our Website, you accept the use of cookies. Nevertheless, you are free to delete, limit or disable cookies at any time by changing the settings of your browser. Please be aware that disabling cookies can affect the functionality and features of this Website and may prevent you from taking full advantage of it.

Our cookies do not track your activity on third-party sites, nor do they provide us with personally identifiable information about you.

## **Updates**

All information provided will only be used in accordance with this privacy policy. We may change this policy by updating this page. Please check regularly to be informed of any modifications. This policy is effective from [22/05/2019].

This policy is not intended to and does not create any contractual or legal rights on behalf of any party.

If you have questions concerning our privacy policy, please contact us at [info@taste-institute.com](mailto:info@taste-institute.com)