

Privacy & Cookie Policy

Compliance Safe Guard

Last updated: 10-4-2026

At Compliance Safe Guard, we recognize that data integrity and confidentiality are the cornerstones of professional consultancy. This Privacy & Cookie Policy outlines how we collect, process, and protect your personal and technical data in accordance with the General Data Protection Regulation (GDPR) and Dutch national laws.

1. Data Controller and Contact Information

Compliance Safe Guard, located in Almelo, The Netherlands, acts as the primary data controller for all personal information collected through our digital platforms and consultancy services. The business is managed by Iris van Laar, who serves as the point of contact for all privacy-related inquiries.

2. The Scope of Data Collection

We collect and process data only when it is strictly necessary to provide our specialist compliance services or to maintain our business relationship. This includes:

- **Identity and Contact Data:** Name, business email address, and phone number.
- **Business and Financial Data:** Company name, registered address, VAT number, and payment details.
- **Technical Data:** IP address, browser type, and usage patterns collected during your visit to our website.
- **Project-Specific Data:** Technical files, formulations, Safety Data Sheets (SDS), and product specifications provided by the Client for compliance assessment.

Note on Confidentiality: All project-specific data provided for the purpose like a Compliance Scan, Risk Assessment, or PCN Submission is treated as strictly confidential and is never shared without explicit written consent.

3. Purpose of Processing and Legal Basis

Your data is processed based on the necessity of fulfilling a contract or complying with legal obligations.

- **Service Delivery:** To perform the regulatory assessments and documentation requested.
- **Administrative Efficiency:** To manage invoicing and bookkeeping through our accounting partner.
- **Legal Compliance:** To fulfill statutory obligations, including tax reporting and the 10-year retention requirement for technical documentation under EU product law.

4. Disclosure to Third-Party Service Providers

Compliance Safe Guard does not engage in the sale or trade of personal data. To ensure operational efficiency, we share necessary information with a limited number of trusted service providers. These include our financial management partner, our secure currency conversion partner and payment processing, and our hosting providers for the maintenance of our secure digital infrastructure. These partners are contractually obligated to maintain the same high standards of data protection as Compliance Safe Guard.

5. Cookie Disclosure and Usage

To ensure a secure and efficient user experience on our website, we utilize functional and analytical cookies. Functional cookies are essential for the basic operation of the site, such as the processing of contact forms. Analytical cookies allow us to monitor anonymized visitor patterns to improve our service descriptions and website performance. We do not employ tracking cookies for marketing or targeted advertising purposes, ensuring your browsing behavior remains private.

6. Data Retention and Security

We retain personal and project data only for as long as required by law or as necessary for the completion of our services. Administrative and financial records are typically held for seven years in compliance with Dutch tax law. Technical files related to product compliance are retained for a minimum of ten years, aligning with EU market surveillance requirements. We employ industry-standard security measures to protect your data from unauthorized access, loss, or disclosure.

7. Your Legal Rights

Under the GDPR, you possess several rights regarding your personal data, including the right to access, rectify, or request the erasure of your information. You may also object to certain processing activities or request data portability. To exercise any of these rights, please submit a formal request to our designated email address. We aim to respond to all such requests within thirty days.

8. Disclaimer and Limitation and Liability

While Compliance Safe Guard employs industry-standard security measures, the transmission of data via the internet is never 100% secure. By using our website and services, you acknowledge and accept these inherent risks. For detailed information on liability regarding our advice, please refer to our **Terms of Service**.

Signed for and on behalf of Compliance Safe Guard

Place of issue: Almelo

Date of issue: 9-4-2026

Name and position: Iris van Laar, owner & CEO

Signature:

