

# Privacy Policy

## Privacy policy

This Privacy policy describes how WindandWater ApS (WaW) may hold and process your personal data during the course of its activities as a provider of services relating to skills, knowledge and good practice in the energy sector.

WaW is committed to respecting your privacy and has taken steps to be compliant with the General Data Protection Regulation (GDPR), which came into force on 25 May 2018 and is designed to ensure personal data is processed lawfully, fairly, transparently and for specific, explicit and legitimate purposes.

WaW is registered with CVR registration number 31774276.

We keep our Privacy Policy under review and will place any updates on this web page. It was last updated on 24 May 2018.

## Collection of data

During the course of its work, WaW may collect personal data which identifies, or can be used to identify, individuals.

This personal data may include information such as name, age, home address, telephone number, e-mail address, organisation name, job title, business address, examination records, bank and payment details, education and training details, application forms and assessment records.

Personal data may be collected by a variety of means, including face to face, by telephone, mail, internet and e-mail, at events, conferences and exhibitions and via third parties where you have consented to them sharing it.

## Use of data

Your personal data is held and processed by WaW in accordance with legal bases set out in data protection law, specifically **contract**, **legitimate interest** and **consent**, and as explained in this Privacy Policy.

## Customers of WaW

If you have registered for any WaW products or services, your data may be lawfully processed by WaW on the basis of **contract**.

Where you have given us express **consent**, by providing us with your mailing preferences, you may also lawfully receive other communications about our products and services

WaW is keen to keep its, customers and others with an interest informed of the latest professional opportunities and news about developments across the sector. Our marketing communications are intended to be relevant, proportionate, balanced and have a minimal privacy impact.

WaW will only use your personal data to send marketing communications if you have expressly provided **consent** by providing us with your mailing preferences.

## Consultants and Contractors of WaW

Your personal data may be lawfully processed by WaW on the basis of **contract**.

The personal data you supply in respect of your application for our consultant database any updates you subsequently provide, will (as applicable) be used to

- process your application.
- communicate any matters which may be relevant for you.

Your application/CV will be held on file as a record

WaW will retain and process personal data relating to contacts at third party companies contracted to support our activities, as made necessary by contracts agreed.

Finally, where you have given us express **consent**, by providing us with your mailing preferences, you may also lawfully receive other communications about our products and services

If you are a previous, current or prospective consultant of WaW we may lawfully process your personal data on the basis of **contract** as set out in individual terms for the cooperation.

We will keep and use it to manage our relationship with you effectively, lawfully and appropriately, during the recruitment process, while you are working for us, at the time when your employment ends and after you have left. Much of the information we hold will have been provided by you, but some may come from other internal sources, or in some cases external sources, such as referees.

Where necessary, we may keep information relating to your health. This information is used in order to comply with our health and safety obligations within the offshore wind industry

WaW will only disclose information about you to third parties if we are required by law to do so or in order to comply with our contractual duties to you,

We may also store information provided by people who express an interest in working for us, whether via a formal application or expressed informally.

## Users of WaW websites

The WaW website - <https://www.windandwater.dk> - is hosted by Uptime on behalf of WAW.

Neither WaW nor any of its website hosts make use of your IP address, or other session information that is automatically captured by the web server, for any purpose other than system administration and to provide statistics that are used to evaluate the use of the Sites.

Cookies are used generally to keep a record of your details in order to recognise you the next time you visit our web site. We use the information to help us improve the website. The cookies collect information in an anonymous form only.

Use of the Sites does not require you to disclose personal data.

## Data sharing

We will only share it with third parties in the case of trusted 'data processors', 'joint data controllers' or 'data controllers in common' with whom we have contracts in place to ensure onward data protection, or where we are required by law to do so.

## Data retention

Data is retained by WaW only for as long as it has legitimate reason to do so. Where your information is no longer required, it is disposed of in a secure manner.

## Contact details

If you have any comments, questions or concerns about how WaW handles personal data, or in relation to your personal data held by WaW, please contact: [info@windandwater.dk](mailto:info@windandwater.dk)