



# FITCH PRIVACY STATEMENT

We will handle your information as carefully as possible. This privacy statement has been prepared for the purpose of providing you with a clear understanding about how we handle your personal data. The statement applies to all information that we collect from you, including the information you submit on our website [www.fitch.nl](http://www.fitch.nl) and the online psychometric analyses.

## Company details Fitch

Fitch B.V. is registered at the Heiligenbergerweg 1b in Leusden, with zip code 3833 AC. The visiting address of Fitch is Concordiastraat 68 in Utrecht with zip code 3551 EM. Fitch is registered at the Dutch Chamber of Commerce under number 30222324.

## Why do we record your personal data?

The Fitch analysis is a psychometric analysis. The Fitch analysis makes human qualities measurable so that these qualities can be optimally used within work and non-work context. To get the qualities right, we collect data about a person, such as natural preferences in terms of behaviour and motivations, and cognitive abilities. For scientific research we collect information about gender, age and education level. We also collect data about a persons working life such as work experience, work satisfaction and the nature of current work. Finally, contact information (name, e-mail address, telephone number) is stored so that we can communicate with you.

On the website Fitch.nl we ask you to fill in your contact information when you show interest in one of our services and/or products, so we can get in touch with you.

## Who has access to your personal data?

In addition to its own employees, Fitch trains HR professionals and coaches from other companies to become a Fitch consultant. These companies independently offer Fitch analysis for job seekers or employed people. The trained Fitch consultant (s) and the back office employee who manages the Fitch platform of the external company that has offered you a Fitch analysis, have access to your personal data. In order to make the services of Fitch possible, the employees working at Fitch also have access to your personal data. Finally, our IT suppliers [ATSC](#) and [Foriety](#) have access to your personal data. Commissioned by Fitch, they are responsible for the software development of the Fitch analysis, digital storage and security of personal data.

Processing agreements have been established with both companies that use Fitch and with our IT suppliers, in which agreements have been made on how to handle the personal data with care. These contracts have been drawn up in accordance with the guidelines of the General Data Protection Regulation (GDPR). The personal data is never disclosed to third parties without your permission.

## For how long will your personal information be stored?

Contact details, such as name and e-mail address, are kept for 3 years after they have been entered. The 3-year period is based on the validity period of the data collected with the Fitch analysis. As a respondent you can request to receive your data any time within this time period.

After this period, the contact details will be deleted, so that other data such as natural preferred behavioural styles and working styles can no longer be traced back to individuals. The other data such as preferred behavioural styles and work styles are aggregated into group files and remain stored in the Fitch database. This data is only used for scientific research, so that the Fitch analyses can be improved. We also use the data to examine differences and similarities at a group level between gender, age, educational level, work disciplines and job responsibilities.

## How does Fitch handle cookies?

Our Fitch.nl website uses "cookies" to make your experience of our website better. A cookie is a small text file that is automatically stored on a hard disk by the web page server.

One of the primary purposes of our cookies is to save you time. A cookie remembers, for example, which pages you have visited on [www.fitch.nl](http://www.fitch.nl) and which data you have entered, so that on your subsequent visit on our website you can navigate faster.

In addition, cookies are used to keep track of your search behaviour on the website. For example, we can study which pages have a lot of visitors on Fitch.nl and which pages have fewer. This way we can improve our website.

Most web browsers automatically accept cookies. You can change the settings of your browser to disable the use of cookies, if that's what you prefer.

## How do we protect your personal details?

The website Fitch.nl and the portal where the personal data for the Fitch analyses are stored are protected with a Secure Socket Layer (SSL) security. This protection encrypts all sensitive information unrecognizable before it is sent.

In addition, our IT suppliers use OWASP ZAP tools to search for security leaks. An independent penetration tester has also been used to improve safety. The portal where Fitch consultants log in is secured with a 2-factor authentication from Google.

## Do you have control over your own data?

You have the right to inspect, correct / supplement, delete and record your personal data within the retention period. You can request the data from the company that has provided you with the Fitch analysis. You can contact Fitch by telephone (088 556 1490) or by e-mail ([info@fitch.nl](mailto:info@fitch.nl)).

You also have the right to revoke previously granted permission you have given us to process your data. Fitch or the Fitch-certified party will no longer use your data and delete it from the moment the permission is withdrawn.

You can submit a complaint if you feel that your data has not been processed correctly. You can do this via telephone (088 556 1490) or by e-mail ([info@fitch.nl](mailto:info@fitch.nl)).

January 1, 2020, Utrecht