



PRIVACY STATEMENT

Legal basis for provision of personal data

1. The provision of personal data to SJÖCRONA COACHING EXPERT (hereinafter: SCE) shall be based on the coaching agreement between the Client and SCE.

Purpose of provision of personal data

2. The purpose of the provision of personal data is twofold: supplying SCE with personal information, orally and/or in writing, which the Client wishes to share in the interest of his or her own development, and with business information necessary for the financial relationship between SCE and its Client.

Processing personal data

3. With the written coaching agreement between the Client and SCE, the Client consents to processing of his/her personal data by SCE.
4. The processing of personal data means storage by SCE of said data, on paper or in the *Cloud*.

Personal data retention period

5. SCE will keep business data necessary for tax purposes for seven years following the calendar year in which the coaching agreement was terminated. Within sixty days of the expiry date said data shall be deleted.
6. Not later than two years after the termination of the coaching relationship between SCE and the Client, the personal data other than those mentioned in par. 5 shall be deleted.

Access to personal data; non-disclosure

7. Only the coach acting on behalf of SCE is authorized to access personal data other than business personal data.
8. SCE will only disseminate personal data to third parties with the Client's prior written consent, unless required by law.
9. SCE may share business personal data (such as a copy of SCE's invoice to the Client) with the administrator and/or accountant hired by SCE for its bookkeeping and/or fiscal affairs.

Processing health data; non-disclosure

10. In addition to the non-disclosure observed by SCE based on its agreement with its Client, SCE is under a particular obligation of confidentiality by virtue of the General

Data Protection Regulation Implementation Act. SCE will only process health data with the Client's prior express written consent.

Right to access

11. The Client may, at any time, access his/her personal data as processed by SCE. A request can be submitted to jan@sjocronacoaching.com.

Right to deletion

12. The Client may, at any time, withdraw his/her consent to the processing of personal data. A request can be submitted to jan@sjocronacoaching.com. Subsequently, SCE shall – in so far as any mandatory retention period allows – delete said data within 60 days of receipt of the notice of withdrawal.

Right of complaint

13. As regards the processing of his or her personal data by SCE, the (former) Client can file a complaint with the Dutch Data Protection Authority.

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