

# Knowledge-Flows.com: Privacy Policy

When you use this website and/or any of our products and/or services, we process your personal data as data controllers and save them for the duration required to fulfill the defined purposes and legal obligations. The sections below provide further details about the data this involves, how they will be processed and which rights you have in this regard.

Personal data, as defined by Article 4 (1) General Data Protection Regulation (GDPR) include all information related to an identified or identifiable natural person.

## 1 Scope of Application

This data protection information applies to data processing on all websites of the KnowledgeFlows that refer to this data protection information.

## 2 Contact Details

Name and Contact Information of Controller and Corporate Data Protection Office  
Controller within the meaning of Art. 4 (7) GDPR:

Address:

Knowledge Flows  
De Parelvisserlaan 88  
1183 RN, Amstelveen, The Netherlands

Email: [info@knowledge-flows.com](mailto:info@knowledge-flows.com)

Telephone/Fax: +31 20 823 2003

The data protection officer at KnowledgeFlows can be reached at the above-mentioned address or email, if you have questions concerning your data protection rights and/or your rights as data subject.

## 3 Personal Data Processing and Purposes of Data Processing

### 3.1 When visiting the website

You may access our website without having to disclose any details of your identity. Your web browser automatically transmits information to the server of our website (e.g. browser type and version, date and time of access) to enable connection with the website, including the IP address of your requesting terminal device. This information is temporarily stored in a so-called access log file and deleted after no more than 7 days.

Your IP address is processed for technical and administrative purposes regarding connection set-up and stability, to guarantee the security and functioning of our website and to be able to track any illegal attacks on the website, if required.

The legal basis for processing the IP address is Art. 6 (1) lit. f GDPR. Our legitimate interest ensues from said security interest and the necessity of the unobstructed availability of our website.

We cannot draw any direct conclusions about your identity from processing the IP address and other information in the log file.

Moreover, we use cookies when you visit our website. Further details can be found further below in this data protection information.

### 3.2 When subscribing to newsletters, newsfeeds or mailing lists

Once you have given your explicit consent pursuant to Art. 6 (1) lit. a GDPR, we will use your email address to regularly send you selected information about the work in our organization and/or events of the KnowledgeFlows. The subjects and contents of the selected information are determined by the list you subscribed to.

To receive our newsletter, we ask you to provide us with the following mandatory data:

- Email address
- Subscriber type: Organization or Individual
- Title
- First name
- Last name

We need your name and title to address you personally in our newsletter.

Once you have subscribed, you will receive a registration notification by email, which you need to confirm to receive the newsletter (so-called double opt-in). Your email response serves as confirmation that you are in fact the person who issued the subscription.

You may unsubscribe at any time, e.g. via a link at the end of each newsletter. Alternatively, you may also unsubscribe by email [info@knowledge-flows.com](mailto:info@knowledge-flows.com).

Once we have received your cancellation of the newsletter subscription, we will delete your email address immediately.

### 3.3 When using contact forms

We offer the option to contact us via a contact form provided on the website. This involves the following mandatory information:

- Title
- First and last name
- Email address
- Client number (if available)

We require your data to determine who sent the inquiry and to be able to answer and process it.

This data processing in response to your inquiry is necessary for the purposes of our legitimate interests pursuant to Art. 6 (1) lit. f GDPR.

We will delete the personal data collected by us using the contact form after your inquiry has been processed, unless statutory retention periods prohibit the erasure of your data.

[Knowledge-Flows.com website](#)

#### 3.3.1 When registering:

On our website it is possible to use further services after registration.

For the registration we need the following information from you:

- First and last name, as well as
- a valid email address.

These data are processed to contact our users. Since we are an open community, we want to address our users by their name.

In order to register, you must also provide a username and a password of your choice that satisfies the requirements for security required by access to our systems. Together with your email address, this allows you to log in again.

Your data are processed on your request, in accordance with Article 6 (1) (b) first sentence GDPR for the purposes mentioned for using our service, as well as for the pre-contractual measures required for this (registration).

After deleting your user account, your data will be automatically deleted to prevent any further use unless, in accordance with Article 6 (1) (c) first sentence GDPR, we are required to store them for a longer period of time due to storage and documentation obligations under tax and commercial law (if relevant for tax purposes) or you have consented to storage of your data further in accordance with Article 6 (1) (a) first sentence GDPR. You may have us delete your account at any time by notifying us of your request for deletion, for example, by sending an email to [info@knowledge-flows.com](mailto:info@knowledge-flows.com).

## 4 Transfer of Data

If we forward personal data collected through websites to processors, we will notify you in this data protection information regarding the respective data processing operation, citing the specific recipient.

Aside from that, we will only forward your personal data if

- you have given consent pursuant to Art. 6 (1) lit. a GDPR,

- this is required pursuant to Article 6 (1) lit. b GDPR for the performance of a contract with you (for example forwarding to shipping companies for the purpose of delivering goods ordered by you, or forwarding payment information to payment service providers or credit institutions in order to process a payment transaction);
- there is a legal obligation for disclosure pursuant to Art. 6 (1) lit. c GDPR.

The recipients may use the transferred data for the above-mentioned purposes only.

## 5 Cookies

This website uses cookies. Cookies are small files that your browser automatically generates and stores on your device (laptop, tablet, smartphone, etc.) when you visit our site. Cookies do not harm your device nor do they contain viruses, Trojans or other malware.

Cookies store information associated with the specific device used. That does not mean that we can directly identify you.

We use cookies for the purpose of making the use of our offers more convenient and pleasant for you. For example, we use so-called session cookies to allow session controls or to save data entries in forms or shopping carts during the session. At the latest, session cookies are deleted when you close your browser.

On the other hand, we use cookies to statistically record the use of our website for the purpose of optimizing our offers for you (see Point 4). When you visit our site again, these cookies make it possible for us to automatically recognize that you have already visited our site before. These cookies are deleted after maximum 7 days.

The data processed by the cookies are necessary for the above-mentioned purposes to protect our legitimate interests and those of third parties pursuant to Art. 6 (1) lit. f GDPR.

Most browsers automatically accept cookies. However, you can configure your browser to not save any cookies on your computer or to display a notice before new cookies are saved. Completely disabling cookies may mean that you cannot fully use all functions of our website.

## 6 Web Analysis / Tracking

Our website use no tracking pixel technology to analyze user behavior or to optimize our site, and we do not seek to obtain any information that may identify you directly.

We do use a pseudonym to process the information in a usage profile for the purpose of analysis. The data are anonymized to the extent possible.

Without your specific permission, we neither use the data collected to identify you personally nor will we match the data with personal data pertaining to the pseudonym associated with you.

If IP addresses are collected, they are immediately anonymized after collection by deleting the last number block.

If you do not want your usage behavior to be recorded and analyzed, you may object by means of an opt-out cookie. It will be set to prevent the future collection of your data when you visit this website. The opt-out cookie works only in this browser and only for our website. It is stored on your device. If you delete the cookies for this browser, you will have to set the opt-out cookie again.

## 7 Social Media Plug-ins

We use so-called social media buttons (also called social media plug-ins) on our website. These are small icons which you can use to share the contents of our website in your profile on social networks.

If you activate such an icon, a connection is established between our website and the social network. In addition to the contents in question, the operator of the social network obtains further, partly personal information. For example, this includes the fact that you are currently visiting our site.

Information is solely transmitted to a social network when you click/activate one of the social media buttons.

We integrate the following social media plug-ins on our website:

- **Facebook Ireland Limited: Sharing on Facebook**

Information is partly transmitted to the parent company Facebook Inc., headquartered in the USA. This company complies with the data protection regulations of the U.S. Privacy Shield and is registered with the U.S. Privacy Shield Program of the U.S. Department of Commerce. For the purpose and scope of data collection, further processing and use of data by Facebook as well as your related rights and configuration options for protecting your privacy, please refer to Facebook's privacy policy at <https://www.facebook.com/about/privacy/>.

- **Twitter International Company: Sharing on Twitter**

Information is partly transmitted to the parent company Twitter Inc., headquartered in the USA. This company complies with the data protection regulations of the U.S. Privacy Shield and is registered with the U.S. Privacy Shield Program of the U.S. Department of Commerce. Further information on data protection on Twitter can be found in Twitter's privacy policy at <https://twitter.com/privacy>.

- **LinkedIn Corporation: Sharing on LinkedIn**

Information is partly transmitted to the parent company LinkedIn Corporation, headquartered in the USA. This company complies with the data protection regulations of the U.S. Privacy Shield and is registered with the U.S. Privacy Shield Program of the U.S. Department of Commerce. Further information on data protection on LinkedIn can be found in the company's privacy policy at <https://www.linkedin.com/legal/privacy-policy>.

## 8 YouTube

We integrate components (videos) of YouTube, LLC, 901 Cherry Ave., 94066 San Bruno, CA, USA (hereinafter "YouTube"), a company of Google Inc., Amphitheatre Parkway, Mountain View CA 94043, USA, (hereinafter "Google") in our websites. The implementation is based on Art. 6 (1) lit. f GDPR; our legitimate interest in that case is the smooth integration of the videos and the attractive design of our website.

Our websites use a solution that prevents the establishment of a connection to Google simply because you visit a site with an integrated video, without activating the video. This means that information is transmitted to YouTube only if you actually click to view the video.

Google complies with the Data Protection Regulations of the U.S. Privacy Shield and is registered with the U.S. Privacy Shield Program of the U.S. Department of Trade.

Further information on data protection in connection with YouTube can be found in Google's privacy policy at <https://www.google.nl/intl/nl/policies/privacy/>.

## 9 Rights of the Data Subject

You have the following rights:

- pursuant to Art. 7 (3) GDPR, to withdraw your consent at any time. This means that we may not continue the data processing based on this consent in the future;
- pursuant to Art. 15 GDPR, to obtain access to your personal data processed by us. In particular, you may request information about the purposes of the processing, the categories of personal data concerned, the categories of recipients to whom the personal data have been or will be disclosed, and the envisaged period for which the data will be stored. Moreover, you have the right to request rectification, erasure, or restriction of processing, to object to processing, the right to lodge a complaint, and to obtain information about the source of your data if they were not collected by us, as well as about the existence of automated decision-making, including profiling, and, if applicable, meaningful information about the logic involved;
- pursuant to Art. 16 GDPR, to obtain the rectification of inaccurate data or the completion of your personal data without undue delay;
- pursuant to Art. 17 GDPR, to obtain the erasure of personal data saved by us unless processing is necessary to exercise the right of freedom of expression and information, to comply with a legal obligation, for reasons of public interest, or to establish, exercise or defend legal claims;

- pursuant to Art. 18 GDPR, to obtain restriction of processing of your personal data if you contest the accuracy of the data, the processing is unlawful but you oppose the erasure of the personal data, or if we no longer need the personal data while you still require it for establishing, exercising or defending legal claims, or if you have filed an objection to the processing pursuant to Art. 21 GDPR;
- pursuant to Art. 20 GDPR, to receive your personal data that you have provided to us, in a structured, commonly used and machine-readable format or to transmit those data to another controller and
- pursuant to Art. 77 GDPR, the right to lodge a complaint with a supervisory authority. Generally, you may contact the supervisory authority of your habitual residence, place of work or the registered offices of our organization.

**Information on your right to object pursuant to Art. 21 GDP**

You have the right to object, on grounds relating to your particular situation, at any time to processing of your personal data pursuant to Art. 6 (1) lit. e GDPR (data processing carried out in the public interest) and Art. 6 (1) lit. f GDPR (data processing for purposes of legitimate interests).

If you file an objection, we will no longer process your personal data unless we can demonstrate compelling legitimate grounds for processing which override your interests, rights and freedoms, or unless the processing serves the establishment, exercise or defense of legal claims.

If your objection is directed against the processing of data for the purpose of direct marketing, we will stop the processing immediately. In this case, citing a special situation is not necessary. This includes profiling to the extent that it is related to such direct marketing.

If you would like to assert your right to object, please send an email to [info@knoledgeflows.ai](mailto:info@knoledgeflows.ai).

## 10 Data Security

All your personal data are transmitted in encrypted format, using the widely used and secure TLS (Transport Layer Security) standard. TLS is a secure and proven standard that is also used, for instance, in online banking. You will recognize a secure TLS connection by the additional s after http (i.e., https://..) in the address bar of your browser or by the lock icon in the lower part of your browser.

In all other regards, we use suitable technical and organizational security measures to protect your data against accidental or intentional manipulations, partial or complete loss, destruction, or the unauthorized access of third parties. We continuously improve our security measures in accordance with the state of the art.

## 11 Timeliness and Amendments to this Data Protection Information

The further development of our website and the products and services offered or changed due to statutory or regulatory requirements, respectively, may make it necessary to amend this data protection information. You may access and print out the latest data protection information at any time from our website.