

This TimeTell **application** is used for the registration of (personal) data. Please contact the TimeTell administrator at the organisation (controller) using TimeTell, should you have any questions concerning the type of data processed by said organisation. Should you have any questions on this privacy statement or the processing as done by TimeTell, please contact us via [privacyofficer@timetell.nl](mailto:privacyofficer@timetell.nl).

## Purpose and base of processing

The TimeTell application is designed and set up to process the following type of data: time registration, planning and expenditure data linked to the employee name. Optionally, various other data, including personal data (such as name and address, job title, scale and salary) can also be registered. Processing takes place on the basis of at least one of the following legal bases:

1. Consent of the person concerned.
2. The processing is necessary to represent the legitimate interest of the controller (the organization making use of the TimeTell application).

## Cookies

Only functional cookies are used in the TimeTell Web application.

Functional cookies are small files that remember your preferences while using the application and saves them on your own computer. A cookie does NOT store name, address and age and other personal data does.

## Recipients

Avantage hosts the TimeTell Online servers. They do not have access to the contents of the databases, where the personal data is stored.

TimeTell B.V. does not check the data you entered in TimeTell and will only view the data at the request of the controller, for example in the context of maintenance and support.

## Personal data storage

As long as the partnership between TimeTell and controller is active, data will be stored. All data will be rendered inaccessible within one month of terminating the contract.

## Your rights

You have the right to submit a request to the controller for access, correction and /or removal of the personal data processed for you. A request for inspection also includes the right to recover the personal data you have provided in a structured, current and machine-readable form, so that you can provide this personal data to another controller. In addition, you have the right to submit a request to limit the processing of your personal data and to object to the processing of your personal data. You also have the right to file a complaint through the controller or directly with the Dutch Data Protection Authority. TimeTell B.V. will not provide, edit or delete data in any way whatsoever, unless at the explicit request of the client.

TimeTell  
Voorburg, 07 aug 2023

