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ANNEX PRIVACYSTATEMENT

Laws and rules

- General Data Protection Regulation
- General Data Protection Regulation Implementation Act
- Bailiffs Act
- Seizure-Free threshold Simplification Act
- Seizure-free threshold decision
- Judicial Officers Administration Regulation
- Regulation KBvG Norms for Quality
- Digital Seizure Register Regulation for bailiffs
- VISH covenant
- General Provisions Citizen Service Number Act
- Basic Registration of Persons Act
- AP Guidelines for Personal Data Protection
- Policy rules AP Identification and verification of personal data
- Policy rules AP Security of personal data
- AP policy rules Policy rules on the obligation to report data breaches
- AP Camera Surveillance Policy Rules

Fundamentals

The AVG has 6 bases for the processing of personal data:

- a. Consent of the person concerned.
- b. The data processing is necessary for the performance of an agreement.
- c. The data processing is necessary for compliance with a legal obligation.
- d. The data processing is necessary to protect vital interests.
- e. The data processing is necessary for the fulfilment of a general interest or exercise of public authority.
- f. The data processing is necessary for the protection of the justified interests.
- g. The judicial officer in the Netherlands is an administrative body.

In the amicable way are the processing operations of the bailiff based on basis b. At the civil service activities, accounting principles b, c and e apply.

Special personal data

Extra sensitive data about you is labelled as special personal data. This concerns your race, religion, sexual life, political opinion, health, union membership, criminal behaviour, genetic data and biometric data (such as fingerprint but in some cases also photographic material).

When we do use special personal data

There are mainly three situations in which we use special personal data.

1. The bailiff is bound by regulations and rules of professional conduct, in which he is obligated to weigh up the interests as an independent party between creditor and debtor and to avoid unnecessary costs. Based on this obligation, we take account of the debtor's special circumstances in our work. An example is the temporary suspension of a scheme in special medical situations. In that case, we must adequately describe the situation and include it in the file.



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2. Claims from healthcare providers contain – however brief – information about a treatment. We need to process this information in our collection and administrative activities.
3. When conducting legal proceedings, we must discuss the nature of the debt and any defence you may have put forward. These parts may contain special data, such as health data.

Seizure-free threshold

The seizure-free threshold is the part of your salary/benefit to which you are entitled the moment your salary/benefit is seized. The part of your salary/benefit what exceeds the seizure-free threshold is transferred to the seizing creditor. You can have the seizure-free threshold increased by submitting your rental details and your healthcare costs.

Security measures

Your data is stored on servers in a data centre which has an ISO 27001 certificate. This means that only authorised users can access the data see. Our own servers are secured by a firewall.

Citizen service number

The citizen service number (BSN) is your own personal number for contact with the government. For example, for healthcare or taxes. You will be assigned a BSN if you register in the Municipal Personal Records Database (BRP). Your BSN is on your passport, driver's license and identity card. The number consists of 9 digits.

Digital seizure register

The Digital Seizure Register for bailiffs (DBR) is the digital system for the registration of the persons designated by the Board of the KBvG by Regulations appointed seizures imposed by a bailiff in the context of the performance of his statutory duty as a public official. The DBR aims to:

1. to prevent the creditor, in ignorance of the seizure position of the debtor, from incurring legal and/or enforcement costs, or at least to limit those costs as much as possible;
2. to promote the correct determination and application of the debtor's exemption from seizure.

Trusteeship and administration register

People are registered in the central guardianship and administration register (CCBR) are placed under guardianship. For more information see <https://www.rechtspraak.nl/registers>.

Central Insolvency Register

The Central Insolvency Register on Rechtspraak.nl contains the details of bankruptcies, suspensions of payment and debt restructuring natural persons which are kept in the local registers at the various courts. All insolvency data published after 1 January 2005 can be consulted up to six months after termination of insolvency. For more information see <https://www.rechtspraak.nl/registers>.

Registry of matrimonial property

The matrimonial property register contains the registrations required by the Decree Marriage property register 1969 are registered, including, for example prenuptial agreements and



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partnership conditions that are at the request of the partners are registered. Anyone can view the register free of charge. For more information see <https://www.rechtspraak.nl/registers>.

Reference index for debt assistance

Through the cooperation between the debt assistance and the bailiffs within VISH, bailiffs can determine whether a debtor is registered with a debt assistance agency. That signal is then reason for the court bailiff to advise the creditor to standby and to submit his claim to that debt counsellor.

List of personal data we process

In the context of assignments given to us, we process the following categories of personal data:

- Name, address, place of residence of the person concerned (the person whose data is being processed)
- Phone number, mobile phone number, email address
- Information regarding the assignment

In the context of official acts, we process in addition to the aforementioned personal data, including:

- Data from the basic registration of persons (BRP)
- The citizen service number (BSN)
- Land register data
- Income data
- Data from the Digital Seizure Register (DBR)
- Data from the National Road Traffic Agency (RDW)
- Data from the Reference Index for Debt Counselling (VISH)

Personal data will not be used for commercial or other purposes for which they are provided. Anonymised and/or pseudonymised data may be used for statistical and/or scientific purposes.

List of parties we share data with

- Lawyers
- Tax authorities
- Local authority
- Assistant prosecutor
- Land register
- Pension fund
- Court
- Locksmith
- SNG
- SVB
- UWV
- Auction company
- Moving company