



PRIVACY POLICY FOR INVENSTAR GROUP

Last updated: 01.03.2024

Data Controller

We are the data controller for the processing of personal data about our customers and partners. Our contact details are as follows:

Company Name: INVENSTAR ApS
Address: Blangstrupvej 71, 5610 Assens
CVR No.: 27726755
Contact email: aage@invenstargroup.com
Data Controller: Aage Starup

Website Visits

When you visit our website, we use cookies to ensure that the website functions correctly. You can find more details about our cookie policy in our cookie policy.

Communication with Potential Customers

When you contact us via contact form, email, or phone to inquire about our services, we process the personal data you provide us to respond to your inquiries and provide you with relevant information about our services. We typically process the following common information: name, email, and phone number.

We have a legal basis for processing this information under GDPR Article 6(1)(f). We delete your communication with us as soon as it is clear whether you are interested in our services or not. In special cases where retention is necessary, we will specify the reason for this.

Customers

To ensure the proper delivery of our services, we communicate with our customers and process information about them, such as name, address, services, special agreements, and payment information. The legal basis for processing this information is GDPR Article 6(1)(b). Once the service is delivered and any outstanding matters are completed, we immediately delete the personal information.

Accounting

We are obligated to retain accounting documents in accordance with the Accounting Act. This includes the retention of invoices and similar documents, which may contain common personal data such as name, address, and service description. The legal basis for processing personal data for accounting purposes is GDPR Article 6(1)(c).



We retain this information for at least 5 years after the end of the relevant financial year.

Job Applications

We receive and assess job applications for employment in our company. The legal basis for processing personal data in connection with job applications is GDPR Article 6(1)(f). If you submit an unsolicited application, we will assess the application and delete your information if there is no match. If you apply for a posted job, your application will be deleted after the hiring of the right candidate.

If you participate in a recruitment process or are hired, you will receive separate information on how we process your personal data in this context.

Data Processors

We collaborate with external suppliers and data processors, including system providers, consultants, IT hosting, and marketing services. Data processors must comply with our standards of data protection and security to protect your personal data.

Disclosure of Personal Data

We do not disclose your personal data to third parties.

Profiling and Automated Decisions

We do not engage in profiling or use automated decisions.

Transfers to Third Countries

We primarily use data processors within the EU/EEA or outside the EU/EEA that can offer adequate protection of your personal data. We always ensure that appropriate measures are in place to protect your personal data when transferred to third countries.

Data Processing Security

We implement appropriate technical and organizational measures to protect the processing of personal data. This includes risk assessments and ongoing updates to our procedures and employee training on GDPR.

Rights of Data Subjects

You have certain rights under the GDPR regarding the processing of your personal data. If you wish to exercise your rights, please contact us.

- Right to access: You have the right to access the information we process about you and additional information about the processing.
- Right to rectification: You have the right to have incorrect information about yourself corrected.

- Right to erasure: Under certain circumstances, you have the right to have information about you erased before our normal deletion time.
- Right to restriction of processing: Under certain circumstances, you have the right to restrict the processing of your personal data.
- Right to object: Under certain circumstances, you have the right to object to our otherwise lawful processing of your personal data, including direct marketing.
- Right to data portability: Under certain circumstances, you have the right to receive your personal data in a structured, commonly used, and machine-readable format and to transfer this information from one controller to another without hindrance.

You can read more about your rights in the Danish Data Protection Agency's guidance on data subjects' rights, which you can find on the Danish Data Protection Agency's website.

Withdrawal of Consent

If our processing of your personal data is based on your consent, you have the right to withdraw your consent.

Security Breach

To strengthen our commitment to data protection and comply with GDPR requirements, we have implemented clear security breach procedures. These steps are designed to address situations where our data security may have been compromised.

A security breach can range from the loss of a laptop to unauthorized access to our data systems. It is important to understand that any loss, alteration, unauthorized access, or leakage of personal data is considered a security breach.

Steps for Reporting Security Breaches:

- Detection: Discovery of a potential security breach.
- Reporting: Immediate reporting to the data protection officer.
- Investigation: Conducting a thorough investigation of the security breach.
- Confirmation: Confirming whether it is a security breach.
- Notification: If it is a serious breach, affected parties and relevant authorities will be notified within 72 hours.

Role Distribution:

- Data Protection Officer: Responsible for coordinating response and notification.
- IT Security Officer: Conducting technical investigations and corrective measures.
- Management Level: Decision-making regarding response and resources.
- Emergency Plans: After the breach, emergency plans are evaluated and updated.
- Improvements: Implementation of improvements to prevent recurrence.

Changes to the Privacy Policy



We reserve the right to update this privacy policy from time to time to reflect changes in our practices or legal requirements. Changes will be published on our website along with the date of the last update.

Complaint to the Danish Data Protection Agency

If you are dissatisfied with our processing of your personal data, you have the right to lodge a complaint with the Danish Data Protection Agency. You can find the Danish Data Protection Agency's contact information on their website.

We encourage you to familiarize yourself with the GDPR to stay updated on the rules. This privacy policy is part of our efforts to protect your personal data and ensure compliance with applicable data protection laws.