

## **Privacy policy statement**

On May 25 2018, the new General Data Protection Regulation (GDPR) on privacy became effective. Frans Brood Productions is committed to protecting your personal data. How we work with your data can be read below.

You receive e-mails because we have met and talked in a theater, during a festival, on a network or sector moment, ... If you do not want to receive our e-mails, you can unsubscribe at any time via "unsubscribe" at the bottom of every newsletter.

If you still have questions regarding the use of your personal data after reading our privacy policy statement, please feel free to contact us at [info@fransbrood.com](mailto:info@fransbrood.com).

## **Introduction**

Frans Brood Productions uses your personal data to keep you informed of the news about the companies we work with. We present their performances on our website, Facebook, in our mail signature and in a database that is only accessible for employees of Frans Brood Productions.

We collect your data when this is necessary to provide a service, when you have shared your data with us and when you have given us the permission to do this, or when legislation obliges us to do so. In order to justify to you why, for what purposes and how we use and protect your personal data, this privacy statement has been drawn up.

### **1. Who is responsible and how are data collected?**

Frans Brood Productions is responsible for collecting, managing and processing the personal data you have shared with us.

We have your personal data because we have ever met and spoken in a theater, during a festival or on a network or sector moment. Other personal details are automatically collected when you using our website [www.fransbrood.com](http://www.fransbrood.com) our Facebook page or when clicking on the hyperlinks in our mails (see *infra*).

### **2. What are the purposes?**

We collect various types of personal data for different purposes. This information is necessary in function of the work of Frans Brood Productions.

The data is used for spreading a production in Belgium, Europe or elsewhere in the world. We try to achieve this goal through the following actions:

- Distributing our Dance, Theater & Circus offer by mail and newsletters;
- informing you of a specific production;
- To announce a new collaboration that matches your interests
- ...

### 3. What kind of personal data do we collect, and what are they used for?

We collect data of two large "groups" in order to spread a production:

- Data of cultural centers, theatres, arts houses and festivals;
- Data of the companies who we work with.

Depending on what you share with us, we may save and process the following personal data:

- Name of the organization
- Address of the organization
- Language of the organization (Dutch, French or English)
- Type of organization: inside or outside, theater, festival, event, cultural center or office
- Genre of the organization: theater, street theater, spectacle, location theater, dance, animation, circus tent or circus theatre
- Period and duration of programming
- Capacity
- Situation (Benelux, Europe, World)
- Website, telephone number & fax number of the organization
- Administrative data of the organization for the preparation of contracts
- Names, forenames and job titles of employees of the organization with whom we are in contact. The professional e-mail address and professional telephone number of these persons are also retained, as well as the language in which they are communicated.

This data is saved in the central database of Frans Brood Productions in order to fulfil our services.

This database was created by the company Tonijn ([www.tonijn.net](http://www.tonijn.net)) and is only accessible to the staff of Frans Brood Productions.

### 4. Automatically collected data

We automatically collect data if you use our website [www.fransbrood.com](http://www.fransbrood.com), social media channels (Facebook) or click on one of the hyperlinks in our newsletters. If you use one of these (online) services, we can save data that may or may not be directly traceable to you, namely:

- IP address;
- Domains of other sites that you have visited to access our websites (for example newsletters);
- Information regarding pages that you visit on our websites such as;
  - Date
  - Time
  - Duration of your visit
  - Visited pages within our website and Facebook
  - Information regarding the use of pages visited
- The clicked hyperlink in a newsletter via our mailing program



We use the IP address only to determine the number of visitors on our website. This information is only used in the form of anonymous statistics in order to be able to offer our website to you as optimally as possible. This allows us to improve our website and our services. From this data the identity of specific persons or companies cannot be determined.

## **5. How do we protect your personal data?**

We have taken the appropriate technical and organizational measures to protect your personal data against unlawful processing.

The data is saved on an internal database that is only accessible to the staff of Frans Brood Productions with the use of a user name and a pass word. All staff members of Frans Brood Productions are bound to confidentiality of your personal data. In addition, the employees of Frans Brood Productions are aware of the importance of the protection of personal data. Our database is regularly tested and evaluated.

## **6. Share with service providers and third parties**

Personal data can be shared with the company with whom we work. This is necessary in order to be able to spread the productions as optimal as possible. This is for example the case in a contract (when a performance is booked). In addition, it also happens that data (telephone number, e-mail address) of organizers / programmers are passed on to one of our companies with a view to their distribution (for example, in order that the artist can talk directly to the organizer / programmer about artistic projects). Before this happens, permission is always requested from the organizer / programmer.

The companies with whom Frans Brood Productions collaborates are Alexander Vantournhout / Not Standing vzw, Circus Ronaldo, Circ'ombelico, Compañia Sharon Fridman, De Stijle Want, Faso Danse Théâtre / Serge Aimé Coulibaly, les ballets C de la B, LOD muziektheater / Josse De Pauw, Rokia Traoré, Marrugeku, Peeping Tom, Platform K / Lisi Estaras and Siamese Cie / Koen Augustijnen and Rosalba Torres Guerrero.

## **7. Expiration date and inspection**

Frans Brood Productions does not save personal data longer than intended.

After having shared the information with us, you have the right to view, change, transfer or even delete this data at any time if the law permits.

## **8. Rights**

Any time you have the right to access the data we have collected about you (right of access). You can correct this, supplement it or delete it, you can have a restriction request the processing of the data or oppose automated decision-making. If you wish, you can ask for your data to be transferred to a third party. You also have the right to withdraw your consent at any time.

Finally, you always have the right to file a complaint with the data protection authority, if you believe that we do not handle your data carefully enough. For the Netherlands you can submit a complaint to the Dutch Data Protection Authority ([administratievepersoonegegevens.nl](http://administratievepersoonegegevens.nl)), for Belgium you can contact the Belgian Privacy Commission.

Belgian Privacy Commission:  
Commission for the Protection of Privacy  
Drukpersstraat 35, 1000 Brussels  
Tel +32 (0) 2 274 48 00  
E-mail: [commission@privacycommission.be](mailto:commission@privacycommission.be)

## **9. Adjusting personal data**

Frans Brood Productions is not a commercial institution that wants to unnecessarily bother you with e-mails and offers. If you have any questions about our privacy policy, please contact us via [info@fransbrood.com](mailto:info@fransbrood.com).

If you are signed up for our newsletter, you can unsubscribe at any time. At the bottom of the newsletter you will find the "unsubscribe" link. If you click on this, you can easily unsubscribe. You will no longer receive our newsletter.