

## Privacy Policy KOTRA 2025

### 1.1 - How we use your personal data

When you register you will participate in the event. KOTRA Amsterdam will collect and store your personal data in order to manage your participation in the event. Participating companies might receive your personal data if you acquire a one-on-one meeting. **For further information on how we use your personal data, your rights as a data subject or how to contact our data protection officer, please refer to the contact information at the end of this document.**

### 1.2 Your consent to the processing of personal data

I acknowledge that KOTRA is a public agency by the State of South Korea. Their events are funded with public funds of the State of South Korea and KOTRA enables my participation in the event free of charge. In return, I provide my personal data to KOTRA also for the above-mentioned purposes. You can withdraw your consent to the processing of personal data any time, without affecting the lawfulness of processing based on consent before its withdrawal. If you object, only the usual transmission costs according to the basic tariffs are incurred. Please note that in case of your withdrawal we might not be able to enable your participation in the respective exhibition or parts of it. The processing according to other legal bases (e.g. based on the legitimate interest of KOTRA) remains reserved.

With registering and sending this application form to KOTRA I consent to the processing of my personal data by KOTRA Amsterdam, KOTRA European Head Office (Frankfurt / Germany) and KOTRA Headquarter (Seoul / Korea) for analysis and administrative reporting purposes, as well as evaluating possible business opportunities and transferring your data to potential Korean business partners, each as set forth in the consent as contained in section 3.1 of the Privacy Policy.

To the extent that we are processing your personal information based on your consent, you have the right to withdraw your consent at any time. You can do this by contacting us using the details in the contact section on the last page of this document.

**This consent wording is made permanently accessible to you in Section 3.1 on our website's Privacy Policy (<https://www.koreatradecenter.nl/>).**

### 2 - What are your rights

1. According to article 17 in the EU GDPR, you have the right to be "forgotten", this means that you got the right to ask for the deletion of all your personal information that we have stored at any time.
2. You got the right to ask us to give you a copy of all the information that we are holding regarding you. Where we have good reason, and if the GDPR permits, we can refuse your request for a copy of your personal information, or certain elements of the request. If we refuse your request or any element of it, we will provide you with our reasons for doing so.
3. You got the right to contact us to change details of the information on your Curriculum Vitae if it has become outdated or is incorrect. Please look at our contact information section in the last page of this document.

### 3 - What information are we keeping

1. KOTRA is holding all your information that is contained within your Curriculum Vitae.
2. Your email is also being stored.

### 4 - How we are using your information

1. Your CV is stored in KOTRA for the purpose of the process of matching you with your potential job interview.
2. Your email is stored so KOTRA can remain in contact with you, during the event, and after the event. We shall keep your information until you find a suitable job, or until you tell us to delete your details.
3. Participating companies might receive your personal data if you acquire a one-on-one meeting.

### 5 - How we are keeping your information secure

1. KOTRA is keeping your information safe by limiting access to the information internally.

### 6 - How long are we keeping your data

1. KOTRA has the right to store your data until it is no longer necessary.
2. The companies that are attending the career event can store your information, if they see a future opportunity for you.

### 7 - How we share your personal information

1. In certain circumstances we will share your personal information with other parties. Details of those parties are set out below along with reasons for sharing it. We disclose your personal information to clients who have vacancies for jobs in which you are interested.

### 8 - Do we share your information with third parties outside the EU?

1. If not stated differently, we transfer your data to third parties' locations outside of the European Union as follows: We might transfer some of your personal data to our headquarter located in Seoul, Korea or to other KOTRA branches as far as this is necessary to fulfill our legitimate interests such as analyzing and identifying potential to enhance our processes and administering our systems. In case that these reports include personal data, this is usually based on your prior consent.

### 9 - Complaints

If you are unhappy about our use of your personal information, you can contact us using the details in the contact section. You are also entitled to file a complaint with the Data Protection Authority using any of the below methods:

Telephone: 088-1805 250

Website: <https://autoriteitpersoonsgegevens.nl/nl/>

P.O. Box: 93374 2509 AJ DEN HAAG

If you live or work outside the Netherlands or you have a complaint concerning our activities outside the Netherlands, you may prefer to lodge a complaint with a different supervisory authority. A list of relevant authorities in the EEA and the European Free Trade Area can be accessed [here](#).

### 10 - Internet based transfers

Given that the internet is a global environment, using the Internet to collect and process personal data is necessarily involving the transmission of data on an international basis. Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site via third party networks; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorized access.

### 11 - Changes to our Privacy Policy

This privacy policy can be changed by the companies at any time. If we change our privacy policy in the future, we will advise you of material changes or updates to our privacy policy by email, where you have provided us with your email address.

### 12 - Equal opportunities

The companies are an equal opportunities employer and a company committed to diversity. This means that all job applicants and members of staff will receive equal treatment and that we will not discriminate on grounds of gender, marital status, race, ethnic origin, color, nationality, national origin, sexual orientation, religion or age.

### **Contact information**

Want to Contact us?

If you have any questions or complaints please contact us.

Address: Strawinskylaan 1253, 1077 XX Amsterdam

Email Address: [info@koreatradecenter.nl](mailto:info@koreatradecenter.nl)

Telephone Number: 020-754-6918