

## Disclaimer and Privacy

This privacy policy applies to all services, websites and domains of Mijneportfolio bv and its group companies worldwide (together MIJNEPORTFOLIO).

MIJNEPORTFOLIO is committed to protecting the privacy of the personal and identifiable information customers, clients and/or exam candidates provide to us. Obviously, MIJNEPORTFOLIO adheres to the requirements of the Data Protection Act and other privacy legislation.

Privacy, data processing and protection

If MIJNEPORTFOLIO deems this to be necessary for the purpose of executing the agreement, the Client shall, upon request, notify MIJNEPORTFOLIO immediately in writing with regard to the manner in which the Client executes its obligations pursuant to legislation in respect of the protection of personal data.

The Client shall indemnify MIJNEPORTFOLIO against any claims by individuals whose personal data is recorded or processed within the context of a register of personal data maintained by the Client or for which the Client is responsible pursuant to the law or otherwise, unless the Client is able to demonstrate that the acts that form the basis of the claim are exclusively attributable to MIJNEPORTFOLIO.

Responsibility for the data processed using the service provided by MIJNEPORTFOLIO shall rest solely with the Client. The Client shall guarantee MIJNEPORTFOLIO that the content, the use and/or the processing of the data is not unlawful and does not infringe the rights of third parties. The Client shall indemnify MIJNEPORTFOLIO against legal claims by third parties, of whatever nature, in relation to this data or the execution of the agreement.

If the agreement stipulates that MIJNEPORTFOLIO is obliged to provide some form of information security, this security shall meet the specifications in respect of security agreed between the parties in writing. MIJNEPORTFOLIO shall not guarantee that the information security will be effective under all circumstances. If the agreement does not include an explicit description of security measures, the security measures shall be of such a level that, having regard to the state of the art, the sensitivity of the data and the costs associated with the implementation of the security measures are not unreasonable.

If computer, data or telecommunications facilities are used during the execution of the agreement or otherwise, MIJNEPORTFOLIO shall be entitled to assign access or identification codes to the Client. MIJNEPORTFOLIO shall be entitled to change the access or identification codes assigned. The Client shall treat the access and identification codes as confidential and with due care and shall only disclose these codes to authorized members of staff. MIJNEPORTFOLIO shall under no circumstances be liable for any damage or costs arising from the use or misuse of access or identification codes, except where misuse was possible as a result of an act or omission on the part of MIJNEPORTFOLIO.

Privacy statement towards customers, clients and/or exam candidates (the person) accessing online services provided by MIJNEPORTFOLIO

In this privacy statement are outlined MIJNEPORTFOLIO's privacy policy and the choices the person can make about the way information is collected online and how it is used.

In order to better serve and better understand the person's interests, MIJNEPORTFOLIO collects and uses personal information; the person is hereby notified and, if necessary, asked for permission. The person is asked to provide personal data if, for example, the person(i) applies for an examination (ii) subscribe to a newsletter (iii) order a sample exam, (iv) have an internet customer account (v) otherwise make it's interest known, or have other contact with MIJNEPORTFOLIO. Personal information refers to information such as contacts, information on exams, the results of exams, payments, billing information, products ordered or declared interests. MIJNEPORTFOLIO will use this data only for the purpose for which the personal information has been provided and for its other services and internal operations and, in the case of persons who have already taken the exam, to inform the appropriate person about (new) MIJNEPORTFOLIO products and services.

If the person is on MIJNEPORTFOLIO's website and choose to use a "tell-a-friend programme", we will ask the person for the e-mail address of such a friend and send him/her an automatic one-off email with an invitation to visit MIJNEPORTFOLIO's website. MIJNEPORTFOLIO uses and stores this information only for sending this one-off email.

It is also possible that in so doing the person have consented to allowing it's email address to be used occasionally in order to receive information relevant to the person about products, offers and campaigns from MIJNEPORTFOLIO and other companies. These companies are carefully selected by MIJNEPORTFOLIO.

To help recognize the person when visiting a MIJNEPORTFOLIO website MIJNEPORTFOLIO uses cookies. MIJNEPORTFOLIO uses these cookies for research into possibilities for further optimization of communications about its products and services. The information made available to MIJNEPORTFOLIO in this way is treated anonymously and only in accordance with the law and shall be used in a proper and careful manner. The person can set its browser so that he/she no longer receives cookies. In this case MIJNEPORTFOLIO does not guarantee that all services and features of the website will function properly.

On the MIJNEPORTFOLIO website the person will find some links to other websites. If the person accesses those links, the person will leave the MIJNEPORTFOLIO website. Although these sites are carefully selected, MIJNEPORTFOLIO can accept no responsibility regarding the use of the person's information by these organizations. Therefore the person has to read the privacy statement, if any, of the visiting website.

To prevent unauthorized access, to maintain data accuracy and to ensure that personal information is not misused, MIJNEPORTFOLIO uses technical procedures for optimal protection of the information MIJNEPORTFOLIO collects.

MIJNEPORTFOLIO reserves the right to make changes to the privacy statement. See the privacy statement regularly of updates to its privacy policy.