



# Privacy Policy

## Royal Belgian Air Cadets

This Privacy Policy will explain how our organization uses the personal data we collect from you when you use our website “belgianaircadets.com”. This privacy policy only applies to this website and does not apply to the “platform website” used for administrative purposes of our members.

### Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- Marketing.
- What are your data protection rights?
- What are cookies?
- What types of cookies do we use?
- How to manage your cookies.
- Privacy policies of other websites.
- Changes to our privacy policy.
- How to contact us.
- How to contact the appropriate authorities.

### What data do we collect?

Royal Belgian Air Cadets collects the following data:

- Personal identification information (name, e-mail address, phone number, etc.).
- Personal contact details (street address, etc.).
- Orders placed on the web shop.

### How do we collect your data?

You directly provide the Royal Belgian Air Cadets with most of the data we collect. We collect data and process data when you:

- Register online or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards via e-mail.
- Use or view our website via your browser’s cookies.
- Fill in the contact form.

Royal Belgian Air Cadets does not receive data indirectly from third party services.

### How will we use your data?

Royal Belgian Air Cadets collects your data so that we can:

- Process your order, manage your account.
- E-mail you with special offers on other products and services we think you might like.

Royal Belgian Air Cadets will not share your data with third party services, nor will it be merged with the Royal Belgian Air Cadets' platform site, used for administrative purposes of our members. Both websites are strictly separate.

When the Royal Belgian Air Cadets processes your order, it may send your data to, and also use the resulting information from, credit reference agencies to prevent fraudulent purchases.

### How do we store your data?

Royal Belgian Air Cadets securely stores your data on the website. Access is only granted through an authenticated account via login and password.

Royal Belgian Air Cadets will keep your data for as long as necessary in order to provide the services you requested and for which you agreed that your data be saved. In any case will your data be permanently erased no later than 5 years after the last use of our services.

### Marketing

Royal Belgian Air Cadets would like to send you information about products and services of ours that we think you might like.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop the Royal Belgian Air Cadets from contacting you for marketing purposes.

If you no longer wish to be contacted for marketing purposes, please send an e-mail to the address mentioned in the Contact-tab of the website.

### What are your data protection rights?

Royal Belgian Air Cadets would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request the Royal Belgian Air Cadets for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that the Royal Belgian Air Cadets correct any information you believe is inaccurate. You also have the right to request the Royal Belgian Air Cadets to complete information you believe is incomplete.

**The right to erasure** – You have the right to request that the Royal Belgian Air Cadets erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that the Royal Belgian Air Cadets restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to the Royal Belgian Air Cadets' processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that the Royal Belgian Air Cadets transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us:

- E-mail or phone: CCAir-RBAC-Srt@mil.be or CCAir-RBAC-PR@mil.be; +32 2 442 56 50.
- Post: CCAir, Srt BAC – Block B1 – Rue de la Grande Lecke, B-1320 Beauvechain.

## What are cookies?

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our website, we may collect information from you automatically through cookies or similar technology.

Further information, visit [allaboutcookies.org](http://allaboutcookies.org).

## How do we use cookies?

Royal Belgian Air Cadets uses cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed in.
- Understanding how you use our website.

## What types of cookies do we use?

There are a number of different types of cookies; however, our website uses functionality cookies: Royal Belgian Air Cadets uses these cookies so that we recognize you on our website and remember your previously selected preferences.

## How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

## Privacy policies of other websites

The Royal Belgian Air Cadets website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## Changes to our privacy policy

Royal Belgian Air Cadets keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 16<sup>th</sup> August 2021.

## How to contact us

If you have any questions about the Royal Belgian Air Cadets' privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us. See "What are your data protection rights" for our contact details.

## How to contact the appropriate authority

Should you wish to report a complaint or if you feel that the Royal Belgian Air Cadets has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office. Further information can be found on [privacycommission.be](http://privacycommission.be).