

## COOKIE POLICY

Catalyse Europe attaches great importance to your privacy and to the protection of your personal data. This is why we collect and process your personal data in accordance with the applicable legal provisions in this matter, namely the Act of 30 July 2018 on the protection of natural persons with regard to the processing of personal data and the European Regulation of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data ("General Data Protection Regulation" ("GDPR")).

The purpose of this policy is to indicate which personal data we collect about you through cookies and how these data will be used after your visit to our website via a computer, tablet, smartphone or any other device on which cookies are installed.

We make it a point of honour to establish a climate of trust on our platforms, so that each user can be assured that their data are processed with integrity and security.

### **1. Who processes your personal data?**

In accordance with the applicable regulations on the protection of personal data, AISBL catalyse Europe acts as the "data controller" when it processes the personal data of users of its online environment by means of cookies. The terms « catalyse », « we » or « our », as used in this Cookie Policy, refer to AISBL catalyse Europe.

Contact details:

AISBL Catalyse Europe  
Rue Breydel 34-36  
1040 Bruxelles  
Company number: 1018.725.177  
Email: [info@catalyse-europe.org](mailto:info@catalyse-europe.org)

### **2. What are cookies?**

Cookies are small text files that contain small pieces of information and store data such as your language preference, the date on which you visited our website, etc. These cookies are stored on your computer, tablet or smartphone when you visit our website. Cookies may contain personal identification data, but this is not always the case.

During your subsequent visits to the website, these cookies will send information back to the website so that it can recognize your browser and remember, for example, your language

preference. Some cookies also make it possible to enable certain features or to measure how visitors use the website, so that this information can be used to optimize the website.

Cookies often have an expiry date, meaning that they are automatically deleted after a certain period of time. Some cookies are deleted as soon as the browser is closed, such as session cookies, while others remain on your device for a longer period.

### **3. What types of cookies do we use and why?**

#### **Strictly necessary / essential and functional cookies**

Strictly necessary cookies are essential in order to browse the website and use the features offered. Functional cookies remember the choices you have made, such as the country from which you visit the website, your language choice and your search settings. These cookies allow us to provide you with a more pleasant experience that is better tailored to your preferences. These cookies cannot track your browsing activity on other websites.

We may install these cookies without your consent.

#### ***Analytical and statistical cookies***

We use these trackers to measure the audience of our website and to understand how users interact with our content. In particular, they indicate the source of traffic and browsing habits, which enables us to make continuous improvements. The data processed remains strictly anonymous and are never combined with personally identifiable data.

We use third-party services, such as Google Analytics, to collect information about visitors to our website. This information is aggregated in order to determine the number of visits, the average duration of visits, the pages viewed, etc. We use this information to measure website usage and to improve the content and value of our website. You will find more information on how Google processes your information on the [Google Analytics website](#).

For the use of these third-party cookies for analytical purposes, your prior consent will be requested. These cookies are therefore installed on your device only after your consent has been obtained.

#### **List of cookies used**

<u>cookie</u>	<u>Type</u>	<u>Purpose/Function</u>	<u>Expiration date</u>
_cf_bm	Necessary	Cloudflare/Vimeo cookie used to distinguish between humans and bots, helping produce valid reports on website use	29 minutes 53 seconds
_ga_DC4BMN CZS5	Analytics	Google Analytics cookie used to persist session state	1 year 1 month
_ga	Analytics	Google Analytics cookie used to distinguish unique users by assigning a randomly generated client identifier. It is included in each page request and used to calculate visitor, session and campaign data for analytics reporting	1 year 1 month
_cfuvid	Functional	Cloudflare/Vimeo cookie used to track users across sessions, optimise user experience, maintain session consistency and provide personalised services	End of the session

#### 4. How will your data be used and shared?

We may process the information obtained through cookies and share it with third parties that assist us, namely our IT service provider in order to ensure the security of our website, as well as Google, which enables us to carry out audience measurement. These companies have access to the information processed through cookies solely where this proves strictly necessary for the performance of their activities. They may not use your data for any other purposes.

#### 5. Transfer of personal data

We may transfer your personal data to third parties located in third countries (outside the European Economic Area (EEA)), namely:

- the United Kingdom, with regard to our IT service provider;
- the United States, with regard to Google.

Such transfers of data outside the EEA are lawful insofar as the recipients of these data are located in countries that ensure an adequate level of protection, as confirmed by an adequacy decision adopted by the European Commission.

#### 6. Deletion of cookies and additional information on cookies

If you have given us your consent by clicking on the corresponding button on the cookie banner, you may withdraw it at any time by deleting the cookies stored via your browser.

Some cookies are deleted as soon as you close your browser (session cookies). Others will remain on your device until they expire or until you delete them from the cache (persistent cookies or tracking cookies), as these cookies allow us to remember certain information about you when you return to our website.

By deleting our cookies or disabling future cookies, certain parts or features of our website may no longer be accessible.

If you wish to delete cookies that are already stored on your computer, please consult the help and support function of your Internet browser, where you will find instructions to help you locate the file or folder in which cookies are stored. The help function in the toolbar of most browsers also provides information on how to prevent your browser from accepting new cookies, what you must do to ensure that your browser notifies you when you receive a new cookie, or how to disable cookies altogether. Please note that if you choose to disable cookies, some personalized services may no longer be available.

The links below will allow you to obtain more information on the deletion of cookies by browser:

<a href="#">Firefox</a>	<a href="#">Safari</a>	<a href="#">Internet Explorer</a>	<a href="#">Chrome</a>
<a href="#">Firefox (mobile)</a>	<a href="#">Safari (mobile)</a>	<a href="#">Microsoft Edge</a>	

For more information on cookies and their deletion, please visit the website [www.allaboutcookies.org](http://www.allaboutcookies.org) or the website [www.youronlinechoices.eu](http://www.youronlinechoices.eu), where online privacy protection is explained in more detail. These websites are available only in English and are not linked to our website or to our organization.

## 7. Your rights

Your personal data are always processed in accordance with the legitimate purposes explained above. They are collected and processed in an adequate, relevant and non-excessive manner, and are not retained for longer than is necessary to achieve the purposes pursued.

If you are able to prove your identity, you have the right to obtain information about the processing of your data. You therefore have the right to know the purposes of the processing, the categories of data concerned, the categories of recipients to whom the data are disclosed, the criteria used to determine the data retention period, and the rights you may exercise in relation to your data.

Inaccurate or incomplete personal data may be corrected.

You also have the right to obtain the erasure of your personal data in the following cases:

- your personal data are no longer necessary for the purposes;
- you withdraw your consent to the processing and there is no other legal basis for the processing;
- you have validly exercised your right to object;
- your data have been processed unlawfully;
- your data must be erased in order to comply with a legal obligation.

Under certain conditions, Catalyse may object to your request where the legal basis for the processing is its legitimate interest.

In certain cases, you have the right to request the restriction of the processing of your personal data, in particular where the accuracy of the data is contested, where your data have been processed unlawfully, where the data are necessary in the context of legal proceedings, or for the time necessary for Catalyse to verify that you may validly exercise your right to erasure.

In accordance with the applicable regulations, the right to object allows you to object, for reasons relating to your particular situation, to the processing of your personal data.

For processing operations based on Catalyse's legitimate interest, your objection request will be assessed on a case-by-case basis. We may refuse it if we demonstrate the existence of legitimate and compelling grounds overriding your interests.

You have the right to obtain all the personal data that you have provided to us in a structured, commonly used and machine-readable format. At your request, these data may be transferred to another service provider, unless this is technically impossible.

Where a specific processing operation is based on your prior consent, you have the right to withdraw your consent at any time.

Such withdrawal shall take effect for the future and shall not affect the lawfulness of processing operations carried out prior to the withdrawal.

To exercise your rights, you must send us a request by registered letter to Catalyse Europe AISBL, Rue Breydel, 34-36, 1040 Brussels, or by email to [info@catalyse-europe.org](mailto:info@catalyse-europe.org). We will respond as soon as possible, and at the latest within one month of receipt of the request.

If you are not satisfied with the way Catalyse processes your personal data, you have the right to lodge a complaint with the Data Protection Authority:

Rue de la Presse, 35, 1000 Bruxelles

+32 (0)2 274 48 00

+32 (0)2 274 48 35

[contact@apd-gba.be](mailto:contact@apd-gba.be)

## 8. Amendments to this Cookie Policy

We may amend and update this policy at any time in order to ensure that it accurately reflects the cookies used and the manner in which we process your personal data at a given time. The updated version of this policy will be posted on the same web page and will enter into force upon publication. Please consult this web page regularly to ensure that you are always aware of the types of information we collect and process, how your data are used and under what circumstances, and the cases in which we share your data with third parties.

If you wish to obtain further information on how we process personal data and on the use of our website, please consult our [Privacy Policy](#).

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