

# Privacy Statement Corilus

(Last update on 6th of August 2020)

## 1. General

This Privacy Statement governs the processing of your personal data as part of the use of our website ([www.corilus.be](http://www.corilus.be)) and the services we offer. These processing operations are always carried out by Corilus Group as the GDPR Controller, located at 5032 Gembloux, Rue Camille Hubert 23, with company number 0428.555.896.

Protecting the personal data of customers and visitors is very important to Corilus. Therefore, we make every effort to ensure this data protection and always act in accordance with the General Data Protection Regulation ("GDPR") when we process your personal data.

More specifically, Corilus will always treat personal data lawfully for specified purposes. We will take the necessary steps to never ask for more personal data than necessary for the purpose or to keep these personal data longer than necessary. Finally, Corilus will take the technical and organizational measures that ensure appropriate security so that personal data is protected.

This Privacy Statement was last updated on **06/08/2020**. Corilus reserves the right to amend this Privacy Statement if necessary. Substantial changes will always be communicated.

## 2. Corilus

Corilus is a leading medical software provider whose mission is to develop efficient healthcare systems that connect healthcare providers, patients and stakeholders.

In that context, Corilus comes into contact with personal data, both of our own employees, job applicants, and of our customers. Corilus is responsible for this data, and for handling it in a way that is consistent with applicable legal requirements.

## 3. Personal data

In accordance with the current regulations, we define personal data as any information relating to an identified or identifiable natural person ("the data subject"); an identifiable person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more elements characterizing the physical, physiological, genetic, psychological, economic, cultural or social identity of that natural person.

We define the processing of personal data as an operation or set of operations relating to personal data or a set of personal data, whether or not carried out by automated means, such as collecting, recording, organizing, structuring, storing, updating or amending, retrieving, consulting, using, transmitting, disseminating or otherwise making available, aligning or combining, blocking, erasing or destroying data.

Examples of personal data are name, address or e-mail address, but also your IP address.

### 3.1 Which categories of personal data do we process?

Corilus will process only the following personal data from you at [www.corilus.be](http://www.corilus.be):

- Identification details:
  - first name
  - name
  - phone number/GSM number
  - email address



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- Postal code
  - IP address
- Profession and occupation:
  - Organization
  - Function

For job application purposes, we will also process data about your education, training and profession. Furthermore, it is also possible that we process image recordings of you in function of camera security in our physical offices.

## 3.2 Why do we process your personal data?

Corilus will only use your personal data to communicate in the context of a professional relationship.

### 3.2.1 Request for information

The personal data we collect at [www.corilus.be](http://www.corilus.be) or from the e-mail addresses listed thereon are used to answer your questions appropriately and accurately.

This information is recorded in our customer system so that we can offer you an even better service in the future.

In order to fully process your requests for information, we will retain your personal data for this activity for as long as you are a customer with us. If you are not a Corilus customer, we will delete these details after your question has been answered or to keep in contact with you (e.g. if you have shown an interest in one of our products).

### 3.2.2 To stay in contact with you

We believe it is important to have a good relationship and communication with all our customers. Therefore, we will contact you to keep you informed about relevant offers/promotions and about innovation and novelties that you may find interesting.

For the processing of personal data under this activity, Corilus will use its legitimate interest. If you receive these communications from us you may, at any time, indicate that you no longer wish to receive them.

### 3.2.3 Webinars

In order for you to register as a webinar participant, we collect contact information via a registration form. You give permission for this when submitting the form. This data is kept until after the webinar. This data may be used to stay in touch with you.

### 3.2.4 Recruitment and job applications

In the context of recruitment, we collect data from people who, spontaneously or otherwise, apply to us. This can be done through our job section on [www.corilus.be](http://www.corilus.be), LinkedIn messages, emails, or other obvious actions in which an applicant expresses an interest in applying.

You can find more information about this in the specific Privacy Policy through our job website.

### 3.2.5 Billing and administration

Corilus collects billing and administrative data in order to fulfil its administrative obligations, such as charging for services rendered to the client or to perform our legally required accounting. Corilus is required by law to retain this personal data for 7 years.

### 3.2.6 Processing e-mail notifications about the list of sub-processors to registered clients

Customers for whom Corilus acts as Processor have, through a provision in the Processor Agreement, the option to receive an email notification when the list of Subprocessors on our [GDPR website](#) is updated. A customer must sign up for this without obligation via a form. This information is kept until the person also unsubscribes via the same form or via the opt-out link in the email.

### 3.3 Do we pass personal data to third parties?

Corilus will refrain from disclosing or transferring your personal data except in the following cases:

- We work with ICT partners ("Processors") who support us with hosting, mailing, surveys and marketing initiatives, among other things. They will only process your personal data via our written instructions and according to an agreed processor agreement.
- If required by law.

Corilus will make every effort to process your personal data within the European Economic Area where possible. If personal data are nevertheless processed outside the EEA, an appropriate guarantee will always be provided.

## 4. Which data subject rights do you have and how can you exercise them?

### 4.1 Right of access

You have the right to obtain confirmation on whether or not your personal data is being processed. If this is the case, you can obtain access to all the personal data that we process about you. You can also obtain a copy that we provide to you on paper or digitally. You can do this by contacting our DPO by sending an email to [qc@corilus.be](mailto:qc@corilus.be).

### 4.2 Right to rectification

You have the right to ask us to rectify your personal data if it is not accurate or complete. You may also request that we temporarily withhold your personal data until it is accurate or complete. You can do this by contacting our DPO by sending an email to [qc@corilus.be](mailto:qc@corilus.be).

### 4.3 Right to withdraw your consent

You have the right to withdraw your consent at any time. You can do so by contacting our DPO by sending an email to [qc@corilus.be](mailto:qc@corilus.be).

### 4.4 Right to erasure

You have the right to request that your personal data be erased if it is no longer needed in light of the purposes of this Privacy Statement or if you withdraw your consent to the processing. You can do this by contacting our DPO by sending an email to [qc@corilus.be](mailto:qc@corilus.be).

**Please note:** We are not obliged to erase your personal data if we must or may retain it due to a legal obligation.

### 4.5 Right to data portability

You have the right to receive your personal data in a universally readable format such as a text file or other digital file. You can do so by contacting our DPO by sending an email to [qc@corilus.be](mailto:qc@corilus.be).

### 4.6 Right to object

If you feel that we are not using your personal data in a proper way, you may object to these processing operations, such as processing for the purposes of newsletters, marketing, or other processing operations that are not necessary in the context of our professional relationship. You can do so by contacting our DPO by sending an email to [qc@corilus.be](mailto:qc@corilus.be).



## 4.7 Filing a complaint with the Supervisory Authority

If you are not satisfied with the way your personal data is handled you can file a complaint with the competent supervisory authority. This is the Data Protection Authority in Belgium. For more information you can always visit [www.dataprotectionauthority.be](http://www.dataprotectionauthority.be).

# 5. Cookies: We put our teeth in!

Corilus makes use of cookies on this website. In this statement, you can read more about what cookies are and how we use them.

## 5.1 But first... What are cookies?

Cookies are small text files that are placed on your computer or mobile device whenever you visit our website. This is done by Corilus itself ("first party cookies") or by partners ("third party cookies").

Cookies identify your device via a unique number so that you can be identified each time you visit. This is useful, for example, to remember your choice of language or to maintain your logged-in session so that you do not have to log in again each time.

There are different types of cookies that can be distinguished according to their purpose:

- **Essential cookies:** necessary for the functioning of our website and cannot be disabled in our systems.
- **Non-essential cookies:** Cookies for functional, analytical, statistical, social, targeted or commercial purposes. For this, we first ask your consent.

## 5.2 Accepting cookies

In order to use our website optimally, it is necessary for you to accept our cookies. This can easily be done by giving your permission through the pop-up you see at the top of our website. Of course, you have the choice of not accepting this or disabling cookies in your browser. Please note, however, that some elements of our website may not work optimally.

## 5.3 Overview of cookies

### 5.3.1 Necessary cookies

Name	Party	Purpose	Retention
cookieNotificationHasBeenSeen	Corilus	Determines if the visitor accepted cookies.	1 year
cb-enabled	CV Warehouse	Determines if the visitor accepted cookies.	1 year
dmPagesCache	Corilus	Technical cookie that synchronises the website and the CMS - This is used to update the website.	Persistent
i	Cloudfront	Records the speed and performance of the website. This function can be used for statistics and traffic distribution.	Session



## 5.3.2 Functional cookies

Name	Party	Purpose	Retention
player	Corilus	Remember a user's preference when playing embedded videos.	1 year
__cfduid	Cloudflare	Cloudflare cookie that helps detect malicious visitors to the website.	1 month
__cfuid	Cloudflare	Cloudflare cookie that helps detect malicious visitors to the website.	Session

### 5.3.3 Analytical and statistical cookies

Name	Party	Purpose	Retention
dm_timezone_offset, dm_last_page_view, dm_this_page_view, dm_last_visit en dm_total_visits	Corilus	This cookie is used to identify the frequency of visits and how long a visitor stays on the website.	1 year
_sp_id.*	Corilus	Tracking cookies, used to track the surfing behaviour of visitors.	2 years
_sp_ses.*	Corilus	Tracking cookies, used to track the surfing behaviour of visitors.	Session
__hs_initial_opt_in	Hubspot	Hubspot cookie that prevents the cookie banner from always being displayed when visitors surf in "strict mode".	1 week
__hs_opt_out	Hubspot	Hubspot cookie that remembers cookie consent.	13 months
hubspotutk en __hstc	Hubspot	Hubspot cookie that tracks the visitor during their visit to the website.	13 months
__hssrc en __hssc	Hubspot	Hubspot cookie that checks whether the browser has just been opened and how long the session has been open.	Session
__utm* (meerdere), _ga, _gid, _gat, Collect	Google	Google Analytics cookies, used to track the surfing behaviour of visitors.	Varies between session and 2 years



sync_active	Vimeo	Remember a user's preference when playing videos. Example: volume and video quality.	Persistent
vuid	Vimeo	Tracking cookies, used to track the surfing behaviour of visitors.	2 years

#### 5.3.4 Marketing cookies

Name	Party	Purpose	Retention
_fbp en fr	Facebook	Facebook cookies that optimise Facebook ads.	3 months
__ptq.gif	Hubspot	Hubspot cookie that uniquely identifies a visitor across devices.	Session
ads/ga-audiences	Google	Use of Google Adwords	Session
snowplowOutQueue_snowplow_cf	Corilus	Records statistical data on the behaviour of visitors to the website. Used for internal analysis.	Persistent

**Would you like more details?** U can find more extensive information concerning these cookies on the following websites: [Google](#), [HubSpot](#), [CloudFlare](#) and [CV Warehouse](#).