

Port of Rotterdam Authority

Rotterdam, 10 December 2024

This privacy notice informs you about the processing of personal data by the Port of Rotterdam Authority (hereinafter: PoR) in relation to ISPS port facilities operated by PoR, which are certified under the Port Security Act and Regulation (EC) 725/2004 on the enhancement of ship and port facility security (ISPS Code).

PoR acts as the data controller as defined under the General Data Protection Regulation (GDPR). This privacy notice applies to all individuals seeking access to ISPS-certified port facilities under PoR's responsibility (hereinafter referred to as "Data Subjects").

This privacy notice should be read in conjunction with our [general privacy statement](#).

Contact information	
<i>Port of Rotterdam Authority</i>	
<i>Wilhelminakade 909</i>	
<i>3072 AP Rotterdam</i>	
<i>Data Protection Officer</i>	
Name:	C.D.Q Hakvoort
Email:	FG@portofrotterdam.com
<i>If you have any questions or wish to exercise your rights as a data subject, please contact us via the GDPR inbox at AVG@portofrotterdam.com.</i>	

1. Introduction

Your privacy as a Data Subject is very important to us. We handle the data you provide with care and comply with all the relevant privacy laws and regulations.

This privacy notice outlines how your personal data is collected and processed by PoR. It also explains your rights regarding your data and how to exercise them.

2. Processing of personal data

PoR processes only the personal data necessary for its operations. The following personal data may be processed:

- Contact information
 - First and last name
 - Address
 - Business email address
 - Telephone number
 - Company name
 - Vehicle details (make, model, colour, registration number)
- Identification information
 - Citizen Service Number (BSN)
 - Identity document number
 - Nationality
 - Gender
 - Place of birth
 - Date of birth
 - Height
 - Photo/video recordings

3. Purposes of data processing

The personal data listed above, or specific elements of it, are processed exclusively for the following purposes:

- Access authorisation:
 - Pre-registration of visits;
 - Identification verification;
 - Authenticity checks of identity documents;
 - Photo/video facial recordings.
- Port facility security:
 - Timely detection of suspicious activities;
 - Timely detection of unauthorised persons.

4. Legal basis for processing

PoR only processes your personal data when there is a valid legal basis.

Legitimate interest

The processing of your personal data is necessary for the legitimate interests of PoR or a third party, unless these are overridden by your fundamental rights and freedoms. This processing has been assessed based on the principles of proportionality and subsidiarity.

Legal obligation

PoR processes your personal data to comply with legal obligations to which PoR is subject.

For more information, please contact AVG@portofrotterdam.com.

5. Consequences of not providing personal data

As a Data Subject, you are not obliged to provide personal data. However, if you do not provide sufficient personal data, we may not be able to authorise your access to the port facility.

6. Data retention periods

PoR retains your personal data only for as long as it is strictly necessary for the purpose for which it was collected.

Personal data	Start of retention period	Retention period	Reason for retention
Visit registration	From facility access	1 year	Evidence for ISPS certification Availability for enforcement authorities
Identification verification	From facility access	N/A (is not retained)	N/A
Video recordings	From recording date	28 days	Evidence for ISPS certification Availability for enforcement authorities

7. Sharing of personal data

Personal data is shared only with the following third parties for the purposes mentioned above:

- Service providers and/or subcontractors of PoR;
- Authorised public authorities, government bodies or regulatory agencies, if necessary to comply with legal obligations applicable to PoR.

PoR has implemented appropriate organisational, contractual and legal measures with these parties, including entering into data processing agreements with processors. These measures ensure that personal data is processed securely and in compliance with the GDPR.

8. Transfer of personal data outside the European Union

Unless otherwise specified, PoR does not process personal data in or transfer personal data to countries outside the European Economic Area (EEA).

9. Data subject rights

Under the GDPR, as a Data Subject, you have the following rights:

- The right to access your personal data and obtain a copy;
- The right to correct inaccuracies in your personal data;
- The right to request deletion of your personal data;
- The right to restrict the processing of your personal data;
- The right to object to the processing of your personal data;
- The right to data portability;
- The right to withdraw your consent, where applicable.

To exercise your rights, you may submit a request via PoR's GDPR mailbox at AVG@portofrotterdam.com or complete the Data Subject Rights Request form available on PoR's corporate [website](#).

10. Complaints

If, despite the care with which PoR handles your personal data, you have a complaint about the way we process your data or handle your rights, you can submit a complaint to the Dutch Data Protection Authority ("DPA"). Contact details can be found on its [website](#).

11. Changes to the privacy notice

This privacy notice was issued on 10 December 2024. PoR reserves the right to amend this privacy notice. The latest version will always be available on PoR's corporate [website](#).