

ACC OLD WEBSITE: COOKIE, PRIVACY POLICY + GENERAL TERM OF AGREEMENT

Cookie Policy

Effective since: May 25th 2018

This policy relating to cookies (hereinafter, the "Cookie Policy") describes the different types of cookies that we use on our www.accbelgium.be website (hereinafter, the "Website") and the manner in which you can configure these cookies.

We maintain a strict privacy policy and we are committed to being transparent about the technologies that are used on our Website.

Insofar as the information collected using cookies constitutes personal data, the provisions of the Privacy Policy shall apply and supplement this Cookie Policy.

1. WHAT IS A COOKIE?

A "cookie" is a small text file containing information saved by a website on a computer or by a mobile application on a user's smartphone. Cookies offer the possibility to identify you and to memorize various information in order to facilitate your navigation on a website/a mobile application, to ensure the smooth functioning of these or to make them more effective, for example by memorizing your language preferences.

2. WHAT COOKIES ARE USED ON OUR WEBSITE AND WHY?

We use different types of cookies for different reasons.

COOKIE	PURPOSE
	These cookies are essential for browsing our Website or strictly necessary for the provision of a service specifically requested by a user.
ESSENTIAL COOKIES (STRICTLY NECESSARY)	The removal of this type of cookies can lead to navigation difficulties and is therefore strongly discouraged.
	These cookies collect information about your choices and preferences and make your navigation more pleasant and personalized.
	These cookies make it possible to memorize the language chosen during your first visit to our Website in order to personalize it accordingly.
PREFERENCE COOKIES (PERFORMANCE)	For instance, we use cookies to remember your login data to facilitate your inscriptions for trainings and events.
	These cookies are used to gather information about your anonymous use of the Website, in order to improve the content of the Website, make it more suitable to your needs and increase its usability.
ANALYTICS COOKIES (STATISTICS)	For example, these cookies show us the most visited pages of the Website or help to identify difficulties that may be encountered during navigation.
THIRD-PARTY / SHARING COOKIES (SOCIAL NETWORKS)	N/A
THIRD-PARTY / ADVERTISING COOKIES	N/A

3. HOW TO CONFIGURE THE COOKIES?

You can easily delete, disable or accept cookies from our Website at any time by configuring your browser settings.

Each browser (Internet Explorer, Safari, Firefox, Google Chrome, etc.) has its own cookie configuration mode. To learn about the procedure to follow concerning your navigator, visit the site: <http://www.allaboutcookies.org/manage-cookies/>.

If you use different computers, smartphones and/or tablets, do not forget to configure each device so that each of them corresponds to your preferences regarding cookies.

4. WILL OUR WEBSITE STILL WORK WITHOUT COOKIES?

You will still be able to view our Website, but some interactions may not work normally.

OTHER QUESTIONS?

If you have other questions, contact us:

- by sending an email to the following address: info@accbelgium.be

- by writing to the following postal address:

Association of Communication Companies

Rue Saint-Hubert 17, 1150 Brussels

Belgian business registry (BCE) number: [N°ONSS: 1839531-27]

VAT Number: BE0451546876

Privacy Policy

Effective since: May 25th, 2018
Modified on: August 23th, 2021

We make it a matter of pride to respect the privacy of our data subjects and to treat their personal data in the strictest confidentiality and in accordance with the legislation in force.

The privacy policy is intended to inform you, in a transparent manner, about the data we collect, the purpose for collecting it, the way we use it and the rights you have regarding the processing of such data.

On this page, we provide you with a simplified version of our privacy policy in the form of questions and answers. We invite you to also read the detailed version available [here](#).

We draw your attention to the need to read this privacy policy carefully. If you have any other questions, do not hesitate to contact us at the following address: info@accbelgium.be

1. WHO IS RESPONSIBLE FOR PROCESSING YOUR DATA?

Association of Communication Companies is the controller of your personal data.

Here is our complete contact information:

ASBL/VZW + Association of Communication Companies,

Minervastraat 4, 1930 ZAVENTEM

Belgian business registry (BCE) number: 0451546876

VAT Number: BE0451546876

[N°ONSS: 1839531-27]

[Info@accbelgium.be](mailto:info@accbelgium.be)

2. WHAT DATA DO WE COLLECT?

We collect your data - personal or otherwise - for various reasons which are defined in the following point (see point 3). It includes the following data:

For users of the Website:

- your identifying information (surname, first name, marital status, e-mail address, date of birth and mobile number);
- our communications (by email or other);
- the type of domain with which you connect to the Internet;
- the IP address assigned to you;
- the date and time of your access to our website;
- location data or other data relating to the communication;
- the pages you viewed on our website;
- the type of browser, platform and/or operating system you are using;
- the search engine and the keywords used to find the website;
- your browsing preferences.

For teachers and training supervisors:

- your identification information (surname, first name, e-mail address);
- your direct number and general number;
- the name and postal address of your employer;

For ACC members:

- your identifying information (surname, first name, marital status, e-mail address, date of birth and mobile number);
- your invoicing details;
- our communications (by email or other);
- location data or other data relating to the communication;

3. WHY DO WE COLLECT YOUR DATA?

We collect your data mainly to send our newsletter and to fulfill your inscriptions for trainings and events, improve our service and, more generally, to easily communicate with each other. We also collect your data to launch a survey among all Belgian high schools and universities and better support them in terms of office visits, internships, training packages, guest lecturers, research projects and so on. Finally, your data also allow us to improve and facilitate your navigation on our website.

4. HOW DO WE COLLECT YOUR DATA?

Most of your data is communicated to us by your active intervention. This is the case when you send us your identifying data. To subscribe yourself to a training or an event, or when you have taken up one or other ACC initiative (e.g. 'open doors', focus groups for the white paper, Young Event Talent Day, The Hunt, ...).

Other data, such as the date and time of your access to our website, the pages you have viewed, or your location data, are collected automatically through servers consulted and "cookies" placed on our website. For more information on what a cookie is, how it is used and the exact data it collects, visit our page concerning our cookie policy.

5. ARE YOUR DATA PROTECTED?

We take pride in respecting the privacy of our Data Subjects. We maintain a strict privacy policy and take all appropriate measures to ensure that our servers prevent, to the extent possible, any unauthorized leak, destruction, loss, disclosure, use, access or modification of your data. Regarding the payment of your order, we will send you an invoice by mail.

6. HOW LONG DO WE STORE YOUR DATA?

We keep your data for the time necessary to accomplish the objectives pursued (see point 3). Once this goal is achieved, we delete them.

7. WHAT ARE YOUR RIGHTS AND HOW CAN THEY BE EXERCISED?

You may, at any time, request to verify, access, rectify, delete, transfer and object to the use of your data, as well as request the limitation of such use of your data. To do so, simply send us an email at the following address: info@accbelgium.be. We will then make every effort to take the necessary action as soon as possible.

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8. WHO HAS ACCESS TO YOUR DATA AND TO WHOM ARE THEY COMMUNICATED?

Our employees and subcontractors. They have access to it only to the extent necessary for fulfilling the objectives pursued (see point 3). Each of them is subject to a strict obligation of confidentiality.

9. DO WE TRANSFER YOUR DATA ABROAD?

We only transfer your data to a non-EU country if it provides a level of protection equivalent to what you can find in your country of residence.

10. HOW TO RECEIVE OUR PRODUCTS COMMUNICATIONS?

We only use your email address to propose trainings and events similarly to those for which you already subscribed. With your consent, we will subscribe you to our newsletter and offer you other articles that may interest you. You can unsubscribe and withdraw your consent to these communications at any time by sending an email to the following address: info@accbelgium.be

11. WHAT IS OUR POLICY ON DATA CONCERNING MINORS?

Our website are not targeted to children under the age of 18. If you learn that your minor child has provided us with their personal data without your consent, contact us at the following address: info@accbelgium.be

12. WHAT HAPPENS IN THE EVENT OF A CHANGE TO THE PRIVACY POLICY?

If we had to make any changes to this privacy policy, you would be notified through our website.

13. WHAT TO DO IN THE EVENT OF A DISPUTE?

Lengthy trials do not benefit anyone. In the event of a dispute between us, we commit to give priority to dialogue and openness in search of an amicable solution.

General Terms of Use

OUR 10 COMMANDMENTS

Your access to and use of our website is governed by these general terms of use and is based on 10 principles as summarized below. We draw your attention to the need to carefully read these terms and conditions. If you have any questions, do not hesitate to contact us at the following address: info@acc.be.

1. ACCESS TO AND VISIT OUR WEBSITE IMPLIES THE ACCEPTANCE OF OUR TERMS AND CONDITIONS AND POLICY.

The access to and the visit of our website implies your complete and unconditional acceptance of these general terms and conditions of use, our privacy policy and our cookie policy.

2. TRANSPARENCY

We will keep you informed of any changes to these general terms and conditions of use, the privacy policy and / or the cookie policy via the website. You accept these changes completely and unconditionally each time you visit our site.

3. WE DO OUR BEST TO KEEP OUR WEBSITE UP-TO-DATE, ACCESSIBLE, ERROR FREE AND WITHOUT HARMFUL COMPONENTS.

We make every effort to keep our site up-to-date and accessible without errors or harmful components (computer viruses, external burglaries, etc.). Disruptions, interruptions or the presence of harmful elements outside of our control are, however, possible. We cannot be held responsible for this.

If you notice something unusual on our website, please contact us via info@acc.be. We will then make every effort to improve / restore the situation as soon as possible.

4. WE TRUST YOU TO PROVIDE OUR CORRECT AND ACTUAL INFORMATION

For the good management of our site and our services, we need accurate and up-to-date information.

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5. YOU WILL ONLY USE OUR WEBSITE IN ACCORDANCE WITH ITS PURPOSE AND IN ACCORDANCE WITH THE APPLICABLE LAW.

In particular, you will refrain from:

- using a false identity;
- sending us false or illegal content, junk mail, content that violates or causes damage to the rights of a third party;
- violation of unauthorized access to a part of the site;
- taking any action that may disrupt the operation of our site.

If you are aware of inappropriate behaviour or use related to our website, you can contact us at the following address: info@acc.be.

6. WE ARE NOT RESPONSIBLE FOR OTHER SITES

Our website may contain hyperlinks to other websites and some other websites may contain a link to our website. We do not have any control over third-party websites, nor over their content. We can therefore not be held liable for their operation, content and use.

7. YOU ARE RESPONSIBLE FOR USING OUR WEBSITE

You visit and use our website entirely at your own risk. We are in no way responsible for loss or damage resulting from the use of or the inability to use our website.

8. OUR WEBSITE AND ITS COMPONENTS ARE PROTECTED BY INTELLECTUAL PROPERTY RIGHTS

Our website and its components (brands, logos, images, photos, animations, videos, texts, etc.) are our property. They are protected by intellectual rights. It is therefore forbidden to copy, distribute or use our website or components for purposes other than those of the display of the site and the navigation on it.

9. OUR COMPLAINTS PROCEDURE IS SIMPLE AND EFFICIENT

Every complaint must be communicated to us in writing within eight calendar days after the fact that gives rise to the claim has become known. This can be sent as desired:

- By e-mail: info@acc.be
- By registered letter with acknowledgment of receipt Minervastraat 4, 1930 Zaventem

10. DIALOGUE TO SETTLE DIFFERENCES

Nobody benefits from long judicial proceedings. If a dispute does arise, we commit ourselves to pursue a dialogue in all openness, looking for an amicable solution. We expect the same effort of you.

GENERAL TERMS OF USE

Association of Communication Companies

Effective since : May 25th, 2018

1. INFORMATION ABOUT THE ASSOCIATION OF COMMUNICATION COMPANIES

1.1 The website www.acc.be (hereafter: the "Website") is managed and operated under the responsibility of: ASBL/VZW Association of Communication Companies] (hereafter: "Association of Communication Companies"), Minervastraat 4, 1930 Zaventem
CBE-nr.: N°ONSS: 1839531-27
VAT Number: BE0451546876

1.2 The Website provides the user with the following : information about our events, courses and trainings, as well as useful guidelines, legal helpdesk and helplines, information about surveys we conduct, about our members and general information about our sponsors, partners and our association (hereinafter: the "Service").

1.3 Any question or complaint relating to the Website, these General Terms of Use (hereafter: "Terms of Use"), the general terms and conditions of sale (hereafter: "Terms and Conditions"), the Privacy Policy (hereafter: the "Privacy Policy") and the cookie policy (hereafter: "Cookie policy") can be directed to the Association of Communication Companies at the above address or at the following e-mail address: [Info@acc.be](mailto:info@acc.be).

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2. ACCEPTANCE

2.1 Access to the Website is subject to these Terms of Use, the Privacy Policy, the Cookie Policy and applicable laws and regulations. Consequently, access to or use of the Website implies full and unconditional acceptance by the User (hereinafter referred to as the "User") of these Terms of Use, the Privacy Policy and the Cookie Policy.

2.2 These Terms of Use, the Terms and Conditions, the Cookie Policy and the Privacy Policy only relate to the relationship between the User and Association of Communication Companies with regard to the use of the Website and the Service. They can be consulted at any time on the Website.

3. ACCESSIBILITY AND OPERATION OF THE WEBSITE

3.1 Association of Communication Companies will, insofar as possible, ensure that the Website is up-to-date and remains accessible to a normal number of Users. Association of Communication Companies does not guarantee that the functions of the Website will be available without interruption or error, that defects are immediately corrected or that the server that makes them available is free of viruses or other harmful components.

3.2 Association of Communication Companies can not be held liable for loss or damage, of whatever nature, which is the result of suspension, interruption, (technical) disruption, delay, difficult accessibility and / or termination of the accessibility of the whole or a part of the Website or viruses or other harmful elements that are present on the Website.

3.3 If the User finds an error, virus or other harmful elements on the Website, he/she is requested to communicate it to Association of Communication Companies at the following address: info@acc.be, so that the necessary measures can be taken. Association of Communication Companies advises the User in any case to install firewalls, antivirus and other necessary security software on his computer to prevent damage.

3.4 Association of Communication Companies reserves the right to suspend or stop the Website in whole or in part, at any time, without justification and without prior information.

4. USE OF THE WEBSITE

4.1 The user agrees to use the Website only in accordance with its purpose, to the exclusion of any other purpose.

4.2 The User is obliged to ensure that all information he communicates is accurate and up-to-date.

4.3 The User agrees to use the Website in good faith and to respect the prevailing legislation, and in particular to refrain from:

- sending to Association of Communication Companies false or misleading content (and update this content, if necessary, to ensure that it does not become false or misleading), or communication that occurs as obscene, racist or xenophobic, insultingly illegal, deceptive, intrusive, offensive, harmful, violent, threatening, harassing, slanderous, infringing on intellectual property rights or any of these things;
- providing e-mail addresses or other types of content to Association of Communication Companies without the prior consent of the persons involved;
- sending to Association of Communication Companies any content that violates the rights of a third party or damages them in any way (intellectual property rights, privacy, trade secrets, ...);
- sending to Association of Communication Companies any content that refers to illegal websites or websites with inappropriate content;
- using the Website for sending unsolicited spam, pyramid schemes or similar fraudulent processes;
- circumventing technical protection measures for documents and multimedia;
- taking any action that may adversely affect the proper functioning of the Website, the Service, including the use of computer viruses, ransomware or mass mailing;
- gaining (or attempting to gain) unauthorized access to (a part of) the Website or equipment (hardware and software) used for the proper functioning of the Website;
- using of a false name, a pseudonym or use of the identity of someone else or of an entity;
- using of the Website for purposes other than those described in these Terms of Use.

4.4 Association of Communication Companies can not be held responsible for any non-compliance by the User with the Terms of Use, the Terms and Conditions, the Cookie Policy, the Privacy Policy and / or prevailing legislation. The User protects Association of Communication Companies against any action, claim or complaint from third parties (including the government) with regard to the use of the Website.

4.5 The User uses the Website entirely at his/her own risk. The Website, the components and all information, software, facilities and associated services are offered as they are, subject to availability without any form of guarantee (explicit or implicit) and within the limits of the applicable legislation.

4.6 Association of Communication Companies can not be held responsible for any loss or damage (direct, indirect, tangible or intangible) arising from the use of the Website and its components or the inability to use the Website in whole or in part.

4.7 The User is obliged to inform Association of Communication Companies immediately in writing if he / she becomes aware of inappropriate behaviour or prohibited use related to the Website, by sending an e-mail to info@acc.be.

5. LINKS TO AND ON OTHER WEBSITES

Links to other Websites can be displayed on the Website. These third-party Websites are not operated by Association of Communication Companies, which can not be held liable for their operation, content and use. Unless expressly stated otherwise by Association of Communication Companies on the Website, the existence of such links does not imply any approval by Association of Communication Companies regarding these Third Party Websites or the use that could be made of them, nor any association or partnership with the operators of this Website(s).

6. INTELLECTUAL PROPERTY RIGHTS

ACC OLD WEBSITE: COOKIE, PRIVACY POLICY + GENERAL TERM OF AGREEMENT

6.1 The Website and its components (trademarks, logos, graphics, photos, animations, videos, music, texts, etc.) are the property of Association of Communication Companies. They are protected by intellectual property rights (including copyright, design rights, trademarks, etc.) and may not be reproduced, used or distributed without the prior written consent of Association of Communication Companies or, as the case may be, the relevant right holder, under a penalty of infringement of copyrights and / or models and / or trademarks, punishable by three months to three years and a fine of 100 to 100,000 euros or one of these fines only.

6.2 Association of Communication Companies grants to the User a license, non-exclusive, non-transferable, for an indefinite period and at any time and without giving reasons, to gain access to the content of the Website, to view it and only download it for display purposes. The User may also print a copy of the content displayed on the Website for his personal needs, provided that he does not modify the content of the Website in any way and keeps all the mentions of authorship and origin of the Website. Reproduction is therefore only permitted for strictly personal purposes within the meaning of article XI.190 5 ° of the Belgian Code of Economic Law.

6.3 Any use of the Website and its components that are not covered by this article is strictly prohibited.

7. COMPLAINTS

Every claim / complaint of the User with regard to the Website will be communicated in writing within eight (8) calendar days after it has become known that there is a reason to do so. The absence of any dispute in accordance with the aforementioned rules implies unconditional acceptance by the User of the fact that gives rise to the claim and, de facto, the definitive waiver of any claim under this point.

8. UPDATES AND LANGUAGE VERSIONS

8.1 Association of Communication Companies reserves the right, at any time and without prior notice, to change/update these Terms of Use, the Terms and Conditions of Sale, the Privacy Policy and the Cookie Policy, as well as the access to the Website and its content. These changes are binding for the User (s) each time the Website is visited.

8.2 In case of differences between the language versions of these Terms of Use, the Terms and Conditions, the Privacy Policy and/or the Cookie Policy, the English version has priority.

9. VALIDITY OF CONTRACTUAL CLAUSES

9.1 If Association of Communication Companies does not use / invoke one of the provisions of these Terms of Use for a period of time, this can not be interpreted in any way as a waiver to enforce these rights at a later date.

9.2 The nullity, invalidity or unenforceability of some of the provisions implies by no means the invalidity of all provisions. The provision that is wholly or partially invalid, void or unenforceable is considered unwritten. Association of Communication Companies undertakes to replace this provision by another who, as far as possible, pursues the same goal.

10. APPLICABLE LAW AND COMPETENT COURT

10.1 The validity, interpretation and / or performance of the Terms of Use are only subject to Belgian law, to the maximum extent permitted by the prevailing rules of private international law.

10.2 In the event of a dispute concerning the validity, interpretation or implementation of the Terms of Use, the courts of the judicial district of Brussels are exclusively competent.

10.3 Before commencing legal proceedings, the User and Association of Communication Companies will aim to resolve the dispute amicably. That is why they will first contact, where appropriate and necessary, a mediator, arbitration or any identify another alternative dispute resolution method.