

Privacy Statement RSM Signing Platform

Through this Privacy Statement, we inform you how we collect, record, use, store, share and protect your personal data as part of the RSM Signing Platform. This Privacy Statement should be read in conjunction with our general [Privacy Statement](#).

For the purposes of this Privacy Statement, RSM includes: RSM Netherlands Accountants N.V., RSM Netherlands Audit B.V., RSM Netherlands Belastingadviseurs N.V., RSM Netherlands Loonadviesgroep B.V., RSM Netherlands Corporate Finance B.V., RSM Netherlands Due Diligence Services B.V., RSM Netherlands Evaluent B.V., RSM Netherlands Business Consulting Services B.V., RSM Netherlands (GRC) Consultancy B.V., RSM Netherlands IT Audit B.V. and RSM Netherlands Technology Consulting B.V.

What personal data do we collect and for what purposes do we use these personal data?

We use the RSM Signing Platform to be able to digitally sign annual accounts, tax returns and other documents. Users can log in to the platform via a one-time registration to read, upload and sign documents, among other things. The following personal data are processed in order to be able to log in, identify users, authenticate signers and maintain access logs (for security purposes):

- First and last names;
- Telephone numbers;
- E-mail addresses;
- IP addresses; and
- Digital thumbprint.

In addition, personal data may be included in the documents uploaded to the RSM Signing Platform.

What is the legal basis for our processing of personal data?

Personal data may only be processed if the processing is justified. A processing is justified when the purpose of the processing is on a lawful basis. The following legal grounds may apply to the processing of your personal data within the framework of the RSM Signing Platform:

- RSM (and the data subjects, including our clients) has a legitimate interest in processing personal data in order to enable digital signing via a secure platform. The scope of the personal data we process to enable data subjects to digitally sign is limited (see above). For more information, please send an e-mail to privacy@rsmnl.nl and digitaaltekenen@rsmnl.nl.
- It may be necessary to process personal data for the performance of a contract to which the data subject is a party or to be able to take the necessary steps for the conclusion of a contract at the request of the data subject.

We do not process personal data outside the European Economic Area (EEA) without your prior written consent. RSM does not make decisions about people on the basis of automatically processed data.

What are your rights?

You have the right to access, correct or delete your personal data. You can send a request for inspection, correction or removal to privacy@rsmnl.nl. You can also object to the processing of your personal data at privacy@rsmnl.nl. We would like to draw your attention to the fact that you have the option of submitting a complaint to the [Personal Data Authority](#).

Do we make use of third parties?

We can make use of the services of third parties in connection with the RSM Signing Platform, for (supporting) IT services; among others, [PKI Signing](#) is involved as a service provider. For more information we refer to our general [Privacy Statement](#) and our [General Terms and Conditions](#).

How long do we keep your (personal) data?

If a document is signed with an electronic signature via the RSM Signing Platform, the (personal) data of the signer - included in the certificate that is included in the document - are stored as long as the document is kept. The data (including the documents uploaded in the RSM Signing Platform) are deleted after a maximum of 30 days after signing.

Amendments

RSM reserves the right to amend this Privacy Statement. Amendments will be made via the RSM Signing Platform.

Hoofddorp, 25th February 2022