



What a Work SRL, Trust CHECK, hereinafter referred to as the Company
Rue de l'Yser 38, 4340 Villers L'Evêque
BE0789601378
+32 472 25 66 39
office@trustcheckweb.com

The company respects your privacy and ensures that the personal information you provide us with remains confidential. In this privacy statement, you can read what data we collect if you use our services and/or products, the purposes for which we collect this data, and how we use it. We also explain your rights, who has access to your data, and how long we store it. If you still have questions about our privacy policy after reading this statement, you can send them to us at office@trustcheckweb.com.

1. Purpose of processing and retention period

The company collects and processes data about you for the purposes described in the GDPR Register section. In this regard, we use both the data you provide to us and the data we collect ourselves (for example, about your visit to our website or your social media accounts). We retain personal data for as long as necessary for the purposes intended or for the period prescribed by law (obligation to retain accounting documents, etc.).

2. Legal grounds for processing

The company processes personal data on the following legal grounds:

- authorization (e.g., sending newsletters and invitations; collecting sensitive data)
- necessary for the performance of a contract (fulfilling your order, etc.)
- necessary to comply with a legal obligation
- necessary to defend our legitimate interest in undertaking

When personal data is processed on the legal basis of consent, you always have the right to withdraw your consent.

3. Transfer to third parties

The company does not sell your personal data to third parties. We share your data internally with our employees (salaried or independent). In addition, we only share your data with third parties for the following purposes:

- fulfill your order;
- create (and distribute) newsletters and invitations.

Our employees and the third parties we use are required to respect the confidentiality of your data. We guarantee that they have taken the necessary protective measures to this end.

We only share your personal data with suppliers located in the European Economic Area.



4. Cookies

When you visit our website, small text files called cookies are stored on your computer or mobile device. Cookies enable us to recognize your device on a subsequent visit, so that you do not have to enter or download the same information each time. Cookies also give us an idea of how you use our website and how we can improve the user-friendliness of our services.

You can set your Internet browser so that you do not receive cookies, receive a warning when a cookie is installed, or delete cookies after your session. Some graphics may not appear correctly or you may not be able to use certain applications when cookies are disabled in your browser.

We use the following cookies:

Cookie ID	Description	Duration
wpEmojiSettingsSupports	WordPress sets this cookie when a user interacts with emojis on a WordPress site. It helps determine if the user's browser can display emojis properly.	session
cookieyes-consent	CookieYes places this cookie to remember users' consent preferences so that their preferences are respected on subsequent visits to this site. It does not collect or store any personal information about site visitors.	1 year

5. Your rights regarding your personal data

You have the right to view the personal data we hold about you and you can have it corrected if it is inaccurate or incomplete. You can also have your personal data deleted, have its processing restricted, and object to the processing of (part of) this data by us or one of our subcontractors. You also have the right to request a copy (in a structured, commonly used, and machine-readable format) of your personal data and to have it sent to another party.

You have the right to object, free of charge, to any processing of your personal data for direct marketing purposes.

To exercise the above rights, simply send an email to office@trustcheckweb.com



6. Complaints

Do you have any questions or complaints about your data and privacy? Please contact us using the contact details at the top of this privacy statement.

You always have the right to submit your complaint to the Data Protection Authority (contact@apd-gba.be, +32 (0)2 274 48 00, www.autoriteprotectiondonnees.be, Rue de la Presse 35, 1000 Brussels).

7. Changes to the privacy statement

The company may amend its privacy statement. Any such amendment will be communicated on our website. This privacy statement was last amended on: 06/17/2025.

Privacy statement

TLP: CLEAR



Distribution: External

8. GDPR Register

Type of processing	Purposes of processing *	Categories of data subjects *	Categories of personal data *	Details of personal data	Categories of recipients *	International transfers *	Retention period *	Legal basis for processing *	Security measures *	Storage location	Right to information
<i>What specific processing activity?</i>	<i>For what purpose do you process personal data?</i>	<i>From whom do you collect personal data?</i>	<i>What category of personal data?</i>	<i>What specific data?</i>	<i>To what type of recipients do you provide personal data?</i>	<i>Do you transfer data to a third country or international organization? If so, to whom?</i>	<i>How long do you keep personal data?</i>	<i>Which of the six legal bases do you use for processing?</i>	<i>What measures do you take to ensure the security of personal data?</i>	<i>Where is the data saved or stored?</i>	<i>How do you inform data subjects about the processing and their rights?</i>
Customer administration, order registration and management, delivery of products and services	Customer management	End consumers (B2C); contact persons for business customers (B2B)	Personal identification data; Financial details; Personal characteristics	Name, address, telephone and/or mobile number, email address, bank account number, company number, clothing size, date of birth, hobbies	CRM platform provider; employees or independent contractors; other types of private companies, such as carriers and repairers	Not applicable	Expiration of the limitation period (7 years)	Performance of a contract	Limited access to the CRM platform via password and MFA control; Code of ethics	Dolibarr – OVH server	Email sending
Personalized marketing and advertising (direct marketing)	Direct marketing	Existing customers Potential new customers (prospects)	Personal identification data; Lifestyle habits	Name, address, telephone number and/or mobile phone number, email address, IP address, media usage, previous orders	Provider for sending newsletters by email; External call center; Research agency (customer satisfaction, market research)	No application	5 years	Legitimate interest (existing customers); Explicit consent (prospects)	Limited access to the CRM platform via password and MFA control; Code of ethics	Dolibarr – OVH server	At the time of collection: brief verbal notification + email sent if necessary
Supplier management (prospecting, administration, order tracking, payment, evaluation)	Supplier management	Potential new suppliers / Service providers / Existing contractors	Personal identification data; Financial details	Name, address, telephone number and/or mobile phone number, email address, bank account number, company number, credit rating	Employees (salaried employees or independent contractors)	Not applicable	Expiration of the limitation period (10 years)	Performance of a contract	Limited access to the CRM platform via password and MFA control; Code of ethics; Employment contract	Dolibarr – OVH server	General terms and conditions
Accounting (invoicing and payment)	Financial administration; Management of customers, suppliers, and staff	Customers, suppliers, staff	Personal identification data; Financial details	Name, address, telephone and/or mobile number, email address, bank account number, company number	Employees (salaried or self-employed); Professional advisors to the data controller; Public services	Not applicable	Expiration of the limitation period (10 years)	Performance of a contract	Limited access to the CRM platform via password and MFA control; Code of ethics; Employment contract	Dolibarr – OVH server	Employment contract, contract, general terms and conditions

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Network (communication and public relations)	Public relations	Interesting contacts Meeting people at events, potential partnerships, policy	Personal identification data; Personal characteristics and lifestyle habits; Affiliations; Education and training; Professions.	Name, title, address, telephone number and/or cell phone number, professional activity, personal characteristics, social habits, leisure time, educational background, publications, career, political affiliations, affiliations (only if made public by the person concerned)	collaborators (employees or independent contractors)	Not applicable	The time necessary to achieve the objective	Legitimate interest	Limited access to the CRM platform via password and MFA control; Code of ethics; Employment contract	Dolibarr – OVH server	At the time of collection: brief verbal notification + email sent
Personnel administration and salaries (salaries, commissions, application of social legislation, transfers to government services)	Personnel and independent contractor administration	Salaried employees, consultants	Personal identification data; Financial details; Personal characteristics and lifestyle habits	Name, title, address, professional activity, national registration number, bank account number, intellectual property rights, personal characteristics, social habits, family situation, insurance	Employer and employee professional advisors; Social secretariat; Public services, e.g., social security institutions	Not applicable	Legal retention period after the end of processing	Execution of a contract; Legal obligation to transfer to public services	Limited access to the CRM platform via password and MFA control; Code of ethics; Employment contract	Dolibarr – OVH server	Employment contract
Personnel management and work planning (work planning, evaluation, monitoring, education, training, career planning)	Administration of staff and independent contractors	Salaried employees, consultants	Personal identification data; Financial details; Health; Education and training; Profession; Union membership	Name, title, address, professional activity, national registration number, bank account number, intellectual property rights, personal characteristics, descriptions, social habits, family situation, incidents, physical and mental health, educational background, evaluations, attendance, use of IT tools, training, career, political functions, union membership	Employer and employee professional advisors	Not applicable	5 years after the employee leaves service	Performance of a contract; Legitimate interest; Legal obligation to transfer to public services	Limited access to the CRM platform via password control and MFA; Code of ethics; Employment contract	Dolibarr – OVH server	Employment contract
Recruitment and selection	Administration of staff and independent contractors	Job seekers and employees	Personal identification data; Personal characteristics and lifestyle habits; Education and training; Professions	Name, title, address, telephone and/or mobile number, email address, professional activity, personal characteristics, social habits, hobbies, educational background, career	Employer's professional advisors (e.g., external recruiter)	Not applicable	5 years	Performance of a contract; Legitimate interest	Limited access to the CRM platform via password and MFA control; Code of ethics; Employment contract	Dolibarr – OVH server	Email notification (Dolibarr)