

Research Privacy Policy

2017, April

We care about your privacy and the confidentiality of your information. Specifically, also related to information you disclose to us and our partners through our research programmes. This Research Privacy Policy explains our privacy practices regarding research.

This Research Privacy Policy will apply for any interview, questionnaire or other means of gathering information in relation to any research we conduct. It could be research on behalf of our customers as well as general research we do for ourselves or the community.

1. Summary

All personal and company information provided to moreMomentum BV or it's research partners will be considered confidential information. It will be reported in an aggregate format only. Information will only be reported to an individual (person or company) level after explicit and written consent of the individual company or respondent.

2. Collected information

We may collect personally-identifiable information from respondents via the (online) questionnaires questions and interviews. This could personal information (such as your name or email address), transaction information (such as information from an invoice), as well as your responses to a questionnaire or interview.

We also automatically collect information about your computer (IP address and domain), your Internet browser and your operating system (system settings), using standard data collection tools, such as cookies, Web beacons and Web server logs.

3. Non-disclosure

We will not disclose your personal information to anyone unless:

- a. You request follow-up communication or otherwise expressly consent to the disclosure;
- b. The disclosure is to a third party that performs services for us – but we forbid our service providers from using your personal information for their own purposes;
- c. The disclosure is required by law (such as in response to a subpoena) or needed for fraud prevention, survey integrity management, enforcement of legal rights or similar purposes, or
- d. The disclosure is in connection with a transfer of assets of our business.
- e. The disclosure is needed for fulfilment of an agreed incentive;
- f. Participating in this survey is voluntary. If you have any concerns about the information collection practices, please refrain from completing the survey and contact us at the address below.

4. Usage

Personal and company information provided to us is confidential. The information can be combined with information gathered from other participants, and reported in an aggregated form.

No action will be taken toward an individual respondent simply because of his or her participation in the survey, unless

- a. Follow-up action is requested by the respondent,
- b. It is desired to clarify or complete the response;
- c. To inform you on the results of the research.

5. Security

We are committed to keeping personal data secure and will take all reasonable precautions to protect personal information from loss, misuse or alteration. This data is stored on our servers that are protected by firewalls and other appropriate security mechanisms.

No method of transmission over the Internet, nor method of electronic storage, is 100% secure, however. Therefore, while we strive to use commercially acceptable means to protect your personal information, we cannot guarantee its absolute security.

6. Access

Only our research teams and research partners have access to the data or databases. In case research teams of our partners have access to the data as well, the research partner will be mentioned explicitly to each respondent before starting a questionnaire or interview.

These research partners are required, at a minimum, to sign a Confidentiality Agreement. The Confidentiality Agreement requires them to keep the information confidential; they are not permitted to use this information for any purpose other than to carry out the services they are performing for us and or you.

Our team members are required to sign a Confidentiality Agreement in which they agree to keep all project and respondent personal information confidential. Violations are subject to disciplinary actions, including termination when appropriate.

7. Children

We do not knowingly contact children under the age of 18 without consent from a parent or guardian. If we require survey information from children, we contact the parent or guardian to arrange the survey activities and we encourage the parent or guardian to closely monitor and participate in the survey activities.

8. Opt Out Policy

If you wish to be removed from our email or phone contact lists, please inform us via the contact information mentioned below.

9. Consent

By filling out any form related to research, you consent to the collection, use, and storage of your information by us in the manner described in this Research

10. Changes

We reserve the right to make changes to this Research Privacy Policy from time to time. We will always have an up to date policy document on our website.

11. Contact

If you have any questions about our Research Privacy Policy, please contact us at moreMomentum BV, Maliebaan 54, 3581 CT Utrecht, The Netherlands or at +31 30 320 08 60 or info@moreMomentum.eu