



FEDERATION OF OCCUPATIONAL HEALTH NURSES WITHIN THE EUROPEAN UNION

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## FOHNEU Privacy Policy

This FOHNEU Privacy Policy sets out how the Federation of Occupational Health Nurses within the European Union (FOHNEU) uses and protects any information that you provide us through email or any other contact, or by visiting the FOHNEU website. FOHNEU is committed to respecting the privacy of its contacts and visitors to its website - [www.fohneu.org](http://www.fohneu.org) - in accordance with the EU General Data Protection Regulation (GDPR).

We may update this Policy from time to time, so please check our website occasionally to stay informed of any changes.

### Who are we?

FOHNEU is an International Non-Profit Association (IVZW/AISBL) under Belgian law, representing occupational health nursing organisations across the European Union. Registered seat: Interleuvenlaan 58, 3001 Leuven (Heverlee), Belgium

Enterprise number: 0458.185.537

Any questions regarding this Policy and our privacy practices should be sent by email to [secretary@fohneu.org](mailto:secretary@fohneu.org).

### Data Collected

The personal data collected by FOHNEU might include your name, address, phone number, email address, country, job title, place of employment, and similar information of additional contact persons from your organisation. This information is used only to process your questions efficiently, to maintain a database enabling us to contact you whenever needed, and to keep you updated with FOHNEU news, press releases, events, and any other information that may be of interest to you.

It might also include, more exceptionally and within the scope of FOHNEU membership, financial details such as bank account and/or credit card information, for reimbursement or travel purposes, and when members pay their annual membership fees.

### How do we collect information from you?

We obtain information about you when you contact us, when you join FOHNEU as a member or representative, and when you use our website - for example, through the contact form. When you visit the FOHNEU website, we may also store information related to your browsing behaviour based on your IP address, such as the pages you visit, the time spent on them, and your general location.

### How is your information used?

We may use your information to:

- process your enquiries and requests efficiently;
- maintain a contact database for FOHNEU communications;
- notify you of FOHNEU news, press releases, events, and other information that may be of interest to you;

- process membership fees, reimbursements, or travel arrangements;
- fulfil our legal and financial obligations.

### **Who has access to your information?**

Your information is treated with the utmost confidentiality and will never be sold, and will not be passed on to any third party, unless you provide your consent, or unless we are required to do so by law - for example, because we are legally required to hold certain types of information to fulfil our legal and financial obligations.

FOHNEU depends on third parties to host and provide technical support for its website and servers. In the context of these services, such third parties may have access to the personal data processed by FOHNEU through the website. Where we do rely on third-party service providers, we only share the personal information necessary for them to deliver their service, and we expect them to keep your information secure and not to use it for their own purposes.

### **How long your data is kept**

FOHNEU only keeps your personal information on its systems for as long as necessary for the relevant activities linked to FOHNEU's objectives and mission, or as required by law. You can unsubscribe at any time from receiving FOHNEU emails or other communications.

### **Your rights**

In accordance with the GDPR, you have the right to:

- request information about how we use your data;
- opt out of certain uses, or of receiving direct communications from us about FOHNEU's work;
- ask us to correct any information we hold about you that is incorrect or incomplete;
- request a copy of the personal information we hold about you;
- ask us to delete your personal information, subject to our legal and financial obligations.

To exercise any of these rights, please contact us at [secretary@fohneu.org](mailto:secretary@fohneu.org). We will take appropriate steps to respond to your request as promptly as possible.

### **Security**

We take reasonable steps to ensure that any personal information you provide is treated securely. However, information transmitted by email or over the internet can never be guaranteed to be 100% secure, and while we strive to protect your personal information, we cannot guarantee the security of information you transmit to us.

### **Use of cookies**

The FOHNEU website does not use tracking cookies for advertising purposes. Should this change in the future, this Policy will be updated accordingly, and members will be notified in advance.

### **FOHNEU Website and links to other websites**

The FOHNEU website contains links to other websites. This Privacy Policy applies only to the FOHNEU website; other websites linked from it may have different privacy policies, and we cannot be responsible for the protection and privacy of any information you provide while visiting them. We recommend that you read the privacy policy of each website you visit.

If you connect to the FOHNEU website from a third-party website, we cannot be responsible for the privacy policies and practices of that third-party website, and we recommend that you check its privacy policy.

### **Underage visitors**

FOHNEU's activities and membership are intended for qualified occupational health nursing professionals and organisations. We do not knowingly collect personal information from minors.

### **International data transfers**

FOHNEU does not transfer personal information outside the European Economic Area other than as necessary to fulfil its stated purposes, and in accordance with applicable data protection law.

### **Amendment of this Privacy Policy**

FOHNEU reserves the right to amend this Privacy Policy in order to comply with applicable privacy laws.

Please contact us at [secretary@fohneu.org](mailto:secretary@fohneu.org) for any questions regarding this Policy.

This Policy was last updated in 10th July 2026.