de droomfabriek

Privacy statement

Last updated: 28 October 2026

We work with people, teams and organisations. In doing so, we come into contact with personal data. Here you can read which data, why we need it and what we do with it.

Who we are

De Droomfabriek, Burelhul 1, 7348 BA Radio Kootwijk, is responsible for the processing of personal data as described in this statement. You can reach us at info@dedroomfabriek.nl or +31 (0)55 519 08 19. Our website is www.dedroomfabriek.nl.

Which data we process, and why

The table shows what we process for each group. We collect no more than necessary.

Who	Which data	Why	Legal basis	Retention period
Website visitors	Data from functional cookies, such as your settings and the device you use	To make the website work and remember your settings	Legitimate interest (functional cookies)	No longer than needed for the website to work.
People who contact us	Name, email address, phone number and what you tell us	To answer your question and schedule a conversation	Legitimate interest	Up to twelve months after the last contact
Clients and contact persons	Name, job title, organisation, email address, phone number, agreements and invoices	To prepare quotes, carry out programmes and invoice	Performance of the contract, legal obligation	Invoices seven years (statutory tax retention requirement), the rest up to two years after the programme ends
Participants in programmes and sessions	Name, email address, organisation, job title, attendance, evaluations and outcomes of assignments and questionnaires	To carry out and evaluate the programme	Performance of the contract with your employer, legitimate interest	Until the programme is completed and the evaluation has been processed
Coachees	Name, email address, organisation, and what you bring up yourself in coaching conversations	To coach you	Performance of the contract	We destroy notes shortly after the coaching programme ends

Who	Which data	Why	Legal basis	Retention period
People who want to receive our newsletter or invitations	Name and email address	To inform you about our work and about events	Consent	Until you unsubscribe

Sensitive data

In coaching conversations and sessions, people sometimes share personal things, for example about work pressure, health or private matters. We only record this if it is necessary for the programme. We do not share it with your employer, unless you want us to or the agreements for the programme make that clear in advance.

Our website is not intended for visitors under the age of 16. We cannot verify how old a visitor is. Do you think we have collected data from a minor without the consent of a parent or guardian? Then email info@dedroomfabriek.nl. We will then delete it.

Decisions made by software

We do not make decisions that are based solely on automated processing.

Who we share data with

We do not sell personal data. We only share it when necessary to do our work or because the law requires it. This involves the partner colleagues, trainers and coaches who work on your programme, and parties that support us, such as for website hosting, email, online meetings and bookkeeping. We make written agreements with those parties about the protection of data.

Cookies

Our website only uses functional cookies. They make the website work and remember your settings. We do not place analytical or tracking cookies.

You can refuse or delete cookies in your browser. The website may then work less well. You can find more information at veiliginternetten.nl.

How long we keep data

We keep data no longer than necessary for the purpose for which we collected it. The retention periods are in the table above. After that, we delete or anonymise it.

Your rights

You may view, correct or delete your data. You can withdraw your consent, object to the processing and ask for your data to be transferred to yourself or to another organisation.

Send your request to info@dedroomfabriek.nl. To verify that the request comes from you, we ask for a copy of your ID. Black out your passport photo, the strip of numbers at the bottom (MRZ), your

passport number and your citizen service number (BSN). We will respond as soon as possible, and within one month at the latest.

Are you not satisfied with how we handle your data? Then please contact us. You can also file a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens) via autoriteitpersoonsgegevens.nl.

How we secure data

We take appropriate measures against misuse, loss, unauthorised access, unwanted disclosure and unauthorised alteration. Do you have the impression that data is not properly secured, or are there signs of misuse? Then email info@dedroomfabriek.nl.