

Berenschot

Protocol regarding the handling of information provided to Berenschot

This protocol provides insight into how Berenschot deals with the confidentiality of the information provided to Berenschot in the context of the research. This protocol is made available to the discussion partners before an interview takes place.

1. The information provided to Berenschot during interviews, conversations or otherwise will be treated confidentially. This does not apply to information that comes from public sources. This also means that the information provided is only used by members of the Berenschot team in the context of the present research.
2. The report is confidential and will only be delivered to the client. The starting point is that the report does not include persons who can be traced back (stated by name and surname) or information that can be traced back to persons.
3. If information that can be traced back to persons is included in the report, insofar as it does not originate from public sources, this information will be submitted to the persons concerned for their rebuttal, under confidentiality.
4. Before any judgment about the actions of a person is made known to the client, Berenschot will offer the person or persons to whom the research relates, the opportunity to be heard, while maintaining confidentiality. After the rebuttal process, Berenschot will deliver the research report to the client.
5. Interview reports will be made of the interviews that Berenschot conducts in the context of this research. An interview, in the sense of the present research protocol, is considered to be an interview if this is named as such to the person involved prior to the conversation.
6. The interview report - which will not be a verbatim report - is presented to the discussion partner(s). They can correct actual inaccuracies identified by them in the report. In addition, the discussion partner(s) can provide additional information or provide further insights in addition to the interview report. Naturally, these are included in the research and verified if necessary.
7. The interview report is finalized after the (written or verbal) response from the discussion partner(s) has been received or if no response has been received within a period set by Berenschot. Berenschot incorporates this response and the final interview report is sent to the discussion partner(s).
8. The final interview report is not added to the research report. The interview report will also not be provided to the client and / or third parties.
9. The interviewee(s) will not disclose the content of the interview to third parties, other than after written permission from Berenschot.
10. Confidential information provided to Berenschot is archived and managed at Berenschot. After three years, this information will be destroyed, unless there are justifiable reasons not to do so.
11. Berenschot has no legal right of non-disclosure. Berenschot does not provide identifiable information about the research to third parties, unless legislation or regulations or a judicial authority obliges Berenschot to do so.