

Cookie Policy Doccle

Version September 2026

1. General

1. This cookie policy ("Cookie Policy") governs the use of cookies and similar technologies as part of your use of our websites, platform (the "Doccle platform") and associated services (referred to as "Service"). This processing activity is carried out by Doccle plc, as data controller, with registered office at Esplanade 65, 1020 Brussels, Belgium ("we", "us"), registered with the CBE under number BE 0846.382.408 in accordance with applicable legislation on the protection of personal data.

2. Cookies are small text files that are stored on the hard drive of a device and contain certain information, sometimes including personal data. When you use our Doccle website, -platform and/or Service, we also collect and process personal information through means other than cookies and similar technologies. If you want to know more about the processing of your personal information, read our Privacy Policy.

3. By continuing to use our Doccle website, -platform and/or Service, you acknowledge that you have read this Cookie Policy carefully and that you agree with it without reservation. As set out in this Cookie Policy, you can change your cookie preferences at any time.

4. We reserve the right to change, supplement or replace this Cookie Policy. If you have any comments on this Cookie policy, we ask you to send an e-mail to privacy@doccle.be or privacy@doccle.nl.

2. Which cookies do we use and why

When you use our Doccle website, -platform and/or Service, we place cookies or use similar technologies to collect and process data about you.

We distinguish different types of cookies according to their purpose:

- Necessary (technical and operational) cookies.
- Preference cookies
- Statistical Cookies
- Marketing cookies.

Necessary (Technical and operational) cookies

The use of these cookies, files and technologies allows us to make our platform more user-friendly, for example:

- by easily recognizing you as a customer, it is avoided that username and password have to be entered each time;
- by allowing you to navigate our website smoothly and/or to enable interactivity with our websites. For example, by using cookies, our chatbot Doccy can follow you from the public to the protected part of Doccle.

Preference Cookies

Preference cookies store your preferences while browsing a website. They are used to improve the functionality and user experience of a website. Examples of information that may be stored in preference cookies are language preferences and user settings.

Statistical cookies

We use those purely for internal research into how we can improve the service we provide to all our users. The cookies simply assess how you interact with our website - as an anonymous user (the data collected does not identify you personally). This data is also not shared with third parties or used for any other purpose.

Marketing cookies

These cookies are used in the context of Doccle's marketing activities. This data is not used for any other purpose. In addition to the cookies described above, Doccle uses the Meta Conversions API ("CAPI"). This is a technology through which certain data about actions you take on our website (a sign-up or registration) is transmitted directly from our server (and therefore not via a cookie in your browser) to Meta, a joint controller together with Doccle.

We use this technology to measure whether and how the advertisements we place via Meta have contributed to a conversion on our website. This allows us to measure and improve the effectiveness of our advertising campaigns.

Via CAPI, the following data is transferred to Meta: IP address, Facebook ID, Meta click ID, browser data, and confirmation of the action you have taken on our website. This processing is based on the consent you give when accepting marketing cookies.

3. Overview of all Doccle cookies

The overview of all cookies can always be found online on our websites <https://doccle.be> or <https://doccle.nl>.



At the bottom right you can find a button with the following logo: . Behind this button you can find the list of all cookies used on our websites. We show the name, the type of cookie (Necessary, preferences, Analytical, Marketing or unclassified), the purpose and the duration of the cookie.

4. Adjusting your cookie preferences

Adjust cookies via the Doccle.be website

To make it even easier for you to manage your cookie preferences, we use 'Cookiebot' on our website (<https://www.cookiebot.com/>). This module stores your preferences and allows you to control which cookies you accept and which not.

Adjust cookies in your browser

You can prevent cookies from being stored or delete existing cookies by adjusting your browser-settings. For more guidance on how to do this, please visit the support website of your browser. Please note that not allowing cookies when visiting the Doccle Platform may result in some or all functions of the Doccle Platform not working properly.

Microsoft Edge: <https://support.microsoft.com/en-gb/windows/microsoft-edge-browsing-data-and-privacy-bb8174ba-9d73-dcf2-9b4a-c582b4e640dd>

Chrome: <https://support.google.com/chrome/answer/95647?hl=en>

Firefox: <https://support.mozilla.org/en-US/kb/cookies-information-websites-store-on-your-computer>

Safari: <https://support.apple.com/en-gb/guide/safari/sfri11471/mac>

5. Adjustments to the cookie policy

In this rapidly changing world, our Cookie Policy is also subject to change. You can always find the most recent information at the bottom of our website at www.doccle.be or www.doccle.nl.

Change overview

- 04/06/2020 : first version of Cookie Policy
- 20/01/2022 : changes to CookieYes module
- 04/2023 : review of the Cookie Policy
- 07/2023 : Review of the Cookie Policy, changes to Cookiebot module
- 06/2025 : Review of the Cookie Policy, editorial changes.
- 03/2026 : Review and update of the Cookie Policy
- 09/2026 : Addition CAPI