

McGINNIS LOY LTD PRIVACY POLICY

This privacy statement discloses the privacy practices for www.mcginnisloy.com. All information you provide is collected and processed in accordance with the Data Protection Act 1998, and for your peace of mind, McGinnis Loy Ltd is registered for Data Protection purposes. Should you decide to submit personally identifiable information whilst on this website, you agree to be bound by this privacy policy and other policies displayed in the "File Downloads" section of the www.mcginnisloy.com website.

This policy explains in detail how we use the information we collect about you and the procedures we have in place to safeguard your privacy. As the internet is a Global platform, it is not possible to predict the routes that such information sent over the internet will take. Therefore, the personal information that you provide may be transferred via a route which takes it outside of the European Union as it passes between you and us. By submitting your personal information to us on the www.mcginnisloy.com website, or through other online media sources (eg internet job boards), you automatically consent to this transfer.

(i) Information Collection and Use

McGinnis Loy Ltd seeks to comply with the Data Protection Act, and as a result, considers your personal information to be both valuable and private to us. We will use our best efforts to ensure the information you submit to us that is termed 'personal data' under the Act remains private. As such, the information you give us including your CV document, email address, postal address and telephone numbers are personal data that we will process internally, and hold on our in-house database. Your information will be kept on our database for a reasonable period of time, after which time it will be archived. You have the right at any time to ask McGinnis Loy Ltd for a copy of the information supplied by you that we hold, and we have the right to charge a small fee for this service. If you would like to make a request for information, please contact info@mcginnisloy.com with "Data Protection Request" in the subject heading.

(ii) Ownership of your Personal Information

As we give you the option of submitting your CV via this website, you should be aware that your CV will be emailed to one of our recruitment consultants who will review your details, and automatically enter them onto our database. This database, including the information relating to you, can be accessed by any of our employees and directors working for McGinnis Loy Ltd, as well as those in trading divisions / subsidiaries of McGinnis Loy Ltd. Your details will be held on our database and considered in the light of any suitable positions that may arise. We will use such information that you provide to us to contact you about suitable job opportunities unless you opt out of this by writing to us at our registered business address.

The information will be used for matching your professional skills and qualifications with job vacancies so that we can assist you in finding the right position for you, and for keeping you informed of additional complimentary services that we believe will be relevant to you. Should you submit your personal information to us through other online media sources (eg internet job boards) not owned by McGinnis Loy Ltd, then you automatically consent to that information being processed and owned in accordance with this Privacy Policy in its entirety. We reserve the right to disclose the information we have collected about you to our professional advisers and other business partners to the extent that we may

contract out some aspects of our operation or its service, although these third parties will be acting under similar guidelines of confidentiality to ourselves

(iii) Law Enforcement

In certain circumstances, we may have to release personal information that you have provided to us for regulatory or law enforcement purposes. Some examples of this include if we are required to do so by law, or in the belief that such action is necessary to comply with legal process served on McGinnis Loy Ltd or any McGinnis Loy Ltd related web site. We may also have to disclose personal information to protect and defend the rights or property of McGinnis Loy Ltd, the websites or indeed the users of such websites. Please note that these are only examples, and not an exhaustive list.

(iv) Marketing & Communication

We may use your Personal Information to inform you of new features, services and products as they become available to McGinnis Loy Ltd, and you consent to receiving communication from us about these. We may carefully select other companies owned by, or outside of McGinnis Loy Ltd to send you information about their products or services that may be related to our company's aims and ambitions.

(v) Choices & Opt-out

Should you wish to opt out of receiving marketing communication from us and/or selected third party's, please send an email to info@mcginnisloy.com with "Unsubscribe To Marketing" in the subject heading.

(vi) Cookies

www.mcginnisloy.com uses cookies to keep track of your visits to our website. A cookie is a piece of data that can be stored by your web browser on your computer hard drive, and most internet browsers are pre-set to accept cookies. We may use cookies to do a number of things including delivering content specific to your interests and to save your password so that you do not have to re-enter it every time you visit the www.mcginnisloy.com website. Cookies help us to recognise you when you next visit our website, which in turn allows us to personally tailor the service we provide to you.

You can usually change your browser so that it will not accept cookies, but be aware that by disabling cookies, you may not be able to participate in any future offers, new features or products offered by us. If you reject the cookie, you may still use this website. The only drawback is that you will be limited in some areas of the website. Some of our business partners may use cookies on the website (for example, advertisers) but we have no access to or control over these cookies.

(vii) Log Files

We use IP addresses to analyse trends, administer the site, track user movements, and gather broad demographic information for aggregate use. IP addresses are not linked to personally identifiable information.

(viii) Third Party Links / Websites

The McGinnis Loy website contains links to other websites, and we are not responsible for the practices of any of these websites. When you leave this website, we encourage you to read the Terms & Conditions and Privacy Statements of each and every website that collects personally identifiable information. This privacy statement applies solely to information collected by McGinnis Loy Ltd. Please be aware that we make no warranty that information carried by a third party website which may be accessed from this website has in any way been recommended or verified by us. As a result, access is entirely at your own risk.

(ix) Notification of Policy Changes

If we decide to change, modify, add or remove parts of our Privacy Policy, we may do so at any time and without prior notice. However, we will post any changes on this page so that you will always be aware of what information we collect, how we use it and under what circumstances (if any) we disclose it. Please periodically review our Privacy Policy for such changes. If at any point we decide to use personal information in a manner different from that stated at the time it was collected, we will notify you by email. You will then have a choice as to whether or not we use this information in this different manner