

Website and marketing privacy policy

This privacy policy provides information on the data we hold in relation to our contacts and is also the main online privacy policy for the websites of Barnett Waddingham LLP and its subsidiary and associated firms Barnett Waddingham Actuaries and Consultants Limited, BW SIPP LLP, and MBW International Limited collectively referred to as “Barnett Waddingham”, and covers information and services provided through the following domains:

- barnett-waddingham.co.uk
- bwsipp.co.uk
- fdpensions.co.uk
- bwebstream.com
- mbwinternational.com
- bwllp.co.uk
- drumrollcreative.com
- me2world.co.uk

There may be additional privacy policies and terms and conditions that apply to certain services provided through these domains. Please read these at the time you first register for these services.

Principles

We take your privacy and the protection of your personal data seriously. We will only store, process and disclose your personal data where we have your consent or have a legitimate interest and in accordance with the law. We will make it clear when we collect personal information and will explain what we intend to do with it.

We do our best to protect your privacy through the appropriate use of information security technology. Our site is accessible on the internet and so any information you post to the site can be accessed from anywhere around the world.

We use third parties in the delivery of our services, for example we use a third party email provider and telecommunications network. We also use third party printing services and we may use a third party to make relevant calls to you. Therefore when consenting to us using your data this may also be provided to those parties as well as to other subsidiaries within our group. We will only do this to deliver the marketing preferences you have requested. All such parties are under an agreement to ensure the protection of personal data and would be acting on our instructions as a Controller. No such third parties will be authorised to use this personal data for their own or any other purposes.

We may hold your data because we have a legitimate interest, for example you are acting in a professional capacity for which we have clients in common. Where this is the case we will only contact you in relation to those legitimate interests, unless you opt-in to receive marketing information.

What information may we hold and how we use it

The types of information we collect across our domains:

- Personal and business contact information for example name, organisation name, postal and email address, and telephone number); and
- Other personal information you submit to us, such as information you provide to register for email alerts, dietary requirements for events;
- Other information (including from third parties) that we use to make our own information better or more useful, for example data about organisations, industries, marketing campaigns and other matters related to our business.

Where you contact us in order to make an enquiry or complaint we will collect information from you to enable us to respond.

When someone visits our websites we collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. We collect this information in a way which does not identify anyone. We do not make any attempt to find out the identities of those visiting our websites unless they log on to one of our secure services (such as <http://www.bwebstream.com>) or provide us with their information in order to receive specific information from us. We will not associate any information gathered from our websites with any personally identifying information from any source.

Where you are contacting us to enquire about jobs or to apply for a particular position on the career page of our websites you may also provide a CV or other information relating to your education or employment and professional designations. Any information you submit in relation to such an application will be taken in order to manage that application, assess your qualifications and manage any subsequent employment with us. Where you are submitting an application for a role we will provide you with a specific privacy notice setting out the ways and timescales for which we may hold your data.

Cookies

What are cookies?

Cookies are small text files which store information used by websites. Stored on the visitor's hard drive, the data stored is often used to help improve the functionality of a website. For more information about cookies, please visit ICO website at <https://ico.org.uk/>

Use of cookies by Barnett Waddingham

The table below explains the cookies used on Barnett Waddingham websites.

| Cookie | Name | Purpose | Domains used | More information |
|------------------|----------------------------------|---|--|---|
| Google Analytics | _utma _utmb _utmc _utmz | These cookies are set up by Google to collect anonymous information about site visitors. We use these statistics to focus development of the site to the most relevant browsers and environments. | barnett-waddingham.co.uk mbwinternational.com drumrollcreative.com me2world.co.uk | http://www.google.com/analytics/learn/privacy.html |
| Allow Cookies | cookielaw_accepted | This is set when you accept our cookie policy. | barnett-waddingham.co.uk mbwinternational.com drumrollcreative.com me2world.co.uk | |

A number of our other web domains, in particular <http://www.bwebstream.com>, use cookies which are essential to the operation of the services provided under those domains. These cookies are used for user authentication and session state. Preventing these cookies from being received by your browser will stop the service from working as intended.

If you do not wish to receive our cookies you can easily modify your browser settings to refuse cookies, or to notify you when you receive a new cookie. For further instructions on how to stop cookies being installed on your computer, please visit the ICO website at <https://ico.org.uk/>

Consent for marketing emails

Your contact data will only be used for marketing emails if you have opted-in to receive them. You must confirm your channel and topic preferences in our Preference Management Centre here:

<https://contact.bwllp.co.uk/signup>

We will only email you in line with the preferences you have made. You can change your preferences at anytime here: <https://contact.bwllp.co.uk/Verification>

We may email you occasionally with information or queries about your registration or services you have requested from us, such as attending an event.

Links to other websites

This policy does not cover links to other websites. You should satisfy yourself of those sites' privacy policy before using their services.

Your rights

- You have the right to have your personal data rectified if it is inaccurate or incomplete.
- You have the right to have your personal data deleted or removed if there is no reason for its continued storage and processing.
- You have the right to object to having your data processed. If we believe there is a legitimate business reason for continuing this, we will discuss this with you.
- You have the right to complain to the Information Commissioners Office (ICO), details below.

Further details about GDPR and your rights under GDPR can be found on the ICO's website at <https://ico.org.uk/>

Changes to this privacy policy

This policy is kept under regular review and was last updated 11 May 2018

How to contact us

Requests for information about our privacy policy or complaints can be emailed to: zoe.smith@barnett-waddingham.co.uk or by writing to Zoe Smith at:

Governance Department
Barnett Waddingham LLP,
2 London Wall Place,
London,
EC2Y 5AU.