

## OUR COMMITMENT:

We have a strong commitment towards the privacy of sensitive information and are mindful of the importance of upholding the security of information under our control. All data collected through our website [www.barmacuk.com](http://www.barmacuk.com) (the "website") is stored on secured servers and we have stringent security and confidentiality procedures covering the storage and disclosure of such information, in accordance with the Data Protection Act 1988.

This Privacy Policy forms part of our Terms and Conditions and aims to help you understand how your personal information, collected during your use of our website, will be treated by us.

**Your continued use of our website signifies that you have provided your consent to such use of your data and your agreement to the terms of this Privacy Policy.**

We endeavour to take all reasonable steps to protect the privacy of your personal information. However, we cannot guarantee the security of any data you disclose on-line. You accept the inherent security risks of providing the information over the Internet and will not hold us responsible for any breach of security, unless this is due to our negligence or wilful default.

## PERSONAL INFORMATION:

We do not collect any personal information from anyone who is merely visiting or browsing our website. However, visitors to our website are invited to send email messages to us in order that we may respond to enquiries relating to our products and services.

## THE USE OF COOKIES:

We may collect information about your personal computer or mobile device, including where available your IP address, operating system and browser type, system administration and to improve the structure and content of our website. This is statistical data about a visitor's browsing actions and patterns and does not identify that individual. We only use this statistical data to analyse our webpage traffic and usage in order to improve our website functionality and provide a higher level of convenience for our visitors.

A cookie is a piece of data stored on the user's computer tied to information about the user. We only use first party session cookies on our website. A session cookie, once you close your browser or log out, the cookie terminates and is erased. By "first party" we mean that the session cookie is set by the website visited i.e. the website that is displayed in the URL window.

**Your Internet browser is likely to accept cookies by default. However if you not wish to have cookies recorded on your personal computer or mobile device, you should amend the settings on your browser to prevent them from being created.**

The "Help" section in your browser should provide you with the necessary information to adjust your settings and control the creation and storage of cookies on your hard drive.

You should be aware that if you alter your browser settings to refuse our cookies you may be unable to access certain parts of our website. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you log on to our site.

To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit [www.allaboutcookies.org](http://www.allaboutcookies.org).

To opt out of being tracked by Google Analytics across all websites visit <http://tools.google.com/dlpage/gaoptout>.

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## SHARING YOUR INFORMATION:

Selected Barmac Asset Management Limited employees have access to the information collected in order to respond to each website visitor's needs. Our employees follow a strict code of standards of care when handling personal and/or confidential information.

We will not sell, distribute or lease your personal information collected through our website to any third party marketers. We will only disclose your personal data to a third party if we are required to do so for legal purposes or instructed to do so by our regulator, The Financial Services Authority.

Our website may contain links to other third party website pages which we consider may be of interest to you. However, once you have used these links to leave our website, you should be aware that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website you are visiting.

## DATA PROTECTION:

The uses of your personal information are covered by Barmac Asset Management Limited's registration under the Data Protection Act 1998. You have certain rights under the Data Protection Act in respect of the information we hold about you. You are entitled to a copy of the information held about you by writing to us at the address shown in the "Contact Us" section below. This is known as the "right of subject access". We reserve the right to charge a fee of up to £10.00 for responding to a right of subject access request.

If you believe that any information we are holding about you is incorrect or incomplete, please contact us, in writing, at the address shown in the "Contact Us" section below. We will act in a prompt manner to correct any errors you report to us.

## CHANGES TO OUR PRIVACY POLICY:

From time to time, we may be required to modify our policy and if so, we will post a revised version of this Privacy Policy on our website. Modifications will take effect at the time of posting the revised policy to our website. We would recommend that you check the Privacy Policy regularly to obtain the most up to date copy.

## CONTACT US:

Should you have any questions relating to our Privacy Policy, please contact:-

**The Compliance Officer**  
**Barmac Asset Management Limited**  
**27a Lidget Hill**  
**Pudsey**  
**Leeds**  
**LS28 7LG**



**0113 395 5323**



**info@barmacuk.com**

*(This document is current as at 1<sup>st</sup> April 2013)*