PRIVACY STATEMENT

At Employment Asset Ltd, we are committed to respecting and maintaining the privacy of our users. This Privacy Statement explains the online data collection as well as usage policies and practices that apply to www.legalasset.co.uk. Please note that our privacy policy is in compliance with the GDPR (General Data Protection Regulation) Compliance Requirements.

1. GDPR compliance

GDPR expects organizations to stay in control of their data to ensure that it is accessed and processed by authorized users only when appropriate. According to the control requirements covered in Articles 5, 25, and 32, Employment Assets Ltd only processes data for authorised purposes, ensures data accuracy and integrity, implements data security measures, and minimizes users' identity exposure.

2. <u>Collection and use of information</u>

In some sections of www.legalasset.co.uk, we may ask that you provide personal information such as name, address, e-mail address, phone numbers, contact information, billing information and other relevant information from which we may discern your identity.

We also gather general information when you use Employment Asset Ltd. This type of information includes what services you access and what areas you visit. Our servers also routinely collect information about your computer hardware and software such as IP address, domain names, browser type, access times and referring Web site addresses. Please note that such details are not linked to your personal information.

You may also provide information when you are filling out our search or registration forms. This is required to enable efficient matching between candidate and employer. Other information given to us may be the information contained in your Curriculum Vitae (resume).

3. Our use of your information

We use the information we gather through the website, whether personal, demographic, collective or technical, for the following purpose:

To deliver the services that we offer

To operate and improve www.legalasset.co.uk,

To foster a positive user experience,

For advertisement and promotional purposes;

For market survey, billing and book keeping purposes;

To reply to your questions, suggestions, complaints or requests;

To inform you about other Employment Asset Ltd services which may be of interest to you;

To inform you about considerable functionality modifications to the website;

With third party vendors and other service providers who work on Employment Asset Ltd's behalf and who may obtain access to your information while executing their obligations to us; and

With third parties, based upon your authorization.

The data we collect is usually stored within the European Economic Area (EEA) however if the role is international your data may be transferred to a nation outside of the EEA. Your information may be processed by staff outside of the EEA who may be an employer or one of our staff. By using <u>www.legalasset.co.uk</u> or engaging with Employment Asset Ltd you agree to the transfer of this data.

4. The disclosure of personal information to others

We will not and do not disclose your personal information to third parties, except for the reasons listed below:

To companies and consultants which we employ to perform some functions on our behalf,

To employer who employ our website to furnish them with resumes of suitable employees

If legally required to do so as requested by a governmental entity, or if we believe in good faith that such action is necessary to protect our rights or property, conform to legal requirements, protect national security, prevent a crime, or protect the personal safety of users or the public.

5. <u>Use of our site by children</u>

Minors are not eligible (and are not advised) to use our website, as its services are targeted at adults. We will never deliberately collect private information from minors under the age of 18.

6. <u>Security of information</u>

While we use a globally recognized security system to protect your information from unauthorized use on our website, we however, will not bear liability for any unauthorized access or loss of private information that is beyond www.legalasset.co.uk's control, because there is no full assurance of security for data transmissions over the Internet.

7. Our cookies policy

We employ the "cookies" technology to make our user registration easy, and to improve our log in and user experience. Our use of cookies does not provide us with any information or details other than those which you willingly share with us. Please note that you have the power to enable or disable cookies on your web browser. Choosing to disable or reject cookies many however restrict your accessibility to the many great features on our website.

8. Changes to privacy statement

If we materially change or review our Privacy Statement, we will post the new changes on this page so that you are always knowledgeable about what information we gather, how we might use and protect such information, and to whom we will disclose it.

9. <u>Contact</u>

Please feel free to contact us if you have any questions regarding our privacy policy. You can email us at <u>info@legalasset.co.uk</u>