



PRIVACY POLICY

Union Investment Management Limited (**we, us**) are committed to protecting and respecting your privacy.

This policy (together with our terms of use and any other documents referred to on it) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

For the purpose of the Data Protection Act 1998 (the **Act**), the data controller is Union Investment Management Limited of 52 Brook Street, London. W1K 5DS.

INFORMATION WE MAY COLLECT FROM YOU

We may collect and process the following data about you:

- Information that you provide by filling in our application forms or other forms, and from maintaining records of information provided in the course of ongoing customer service.
- Information that you provide by filling in forms on our site www.uim.co.uk (**our site**). This includes information provided at the time of registering to use our services or requesting further services.
- Details of your visits to our site including use of the website, such as pages visited, frequency and duration of visit and the resources that you access.

WHERE WE STORE YOUR PERSONAL DATA

The data that we collect from you is held at our trading address and registered office address detailed above. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy.

The transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures to try to prevent unauthorised access.

USES MADE OF THE INFORMATION

We use information held about you to establish and manage your account with us, reviewing your ongoing needs, provide you with information that you request from us, comply with legal and regulatory requirements and notify you about changes to our service.

DISCLOSURE OF YOUR INFORMATION

We may disclose your personal information to any member of our group. We may also disclose your personal information to third parties if we are under a duty to disclose or share your personal data in

order to comply with any legal or regulatory obligation, or in order to enforce or apply our terms of use and other agreements.

We do not sell, rent or exchange your personal information with any third party for commercial reasons.

COOKIES

We use a technology known as 'cookies' as part of a normal business procedure to track patterns of behaviour of visitors to our site. A cookie is an element of data that our site sends to your browser which is then stored on your system. We may store any information collected about you in this way which can be used to identify you when you visit our site in the future, unless you change your browser settings to switch off cookies. If you want to know how to do this please look at the help menu on your browser. Information on deleting or controlling cookies is available at www.AboutCookies.org.

YOUR RIGHTS

You have the right to ask us not to process your personal data for marketing purposes. If you do not want us to use your personal data in this way please advise us in writing.

Our site may, from time to time, contain links to other websites. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

ACCESS TO INFORMATION

The Act gives you the right to access information held about you. Your right of access can be exercised in accordance with the Act. Please advise us in writing, verifying your identity, and specifying the information that you require. Any access request may be subject to a fee to meet our costs in providing you with details of the information we hold about you.

You may also wish to change your personal details held by us. Please advise us in writing of any changes that you require to be made to the information held by us.

CHANGES TO OUR PRIVACY POLICY

Any changes we may make to our privacy policy in the future will be posted on this page.

CONTACT

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to:

**Compliance Department
Union Investment Management Limited
52 Brook Street
LONDON
W1K 5DS**