



HUNTING PLC - PRIVACY NOTICE

1. Introduction

The Hunting Group is committed to protecting the privacy and security of your personal information.

Please read this notice in conjunction with the **Group Data Protection Policy**. This notice applies to all external individuals who are not employed by the Company.

2. Purpose and scope

This privacy notice explains the purposes for which we will hold your individual Personal Data, including relevant contact details, in accordance with the data protection laws.

3. Data Protection Principles

The Company will comply with the General Data Protection Regulation. This says that the personal information we hold about you must be:

- a) Used lawfully, fairly and in a transparent way.
- b) Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- c) Relevant to the purposes we have told you about and limited only to those purposes.
- d) Accurate and kept up to date.
- e) Kept only as long as necessary for the purposes we have told you about.
- f) Kept securely.

4. Personal Data which we hold about you

The Personal Data about you that the Company may process can include:

- Personal (contact) details such as name, address, postal code, telephone numbers and email address(es);
- Correspondence with us; and
- Any other relevant information about you that you have given to us.

5. Purpose of processing

We will only process your Personal Data where the law allows us to and for the purposes of:

- Processing data in relation to your elected communication preferences;
- To comply with legal obligations;
- Where it is necessary for the Company's (or those of a third party) legitimate interests and/or performance and your interests and fundamental rights do not override those interests;
- Where the Company needs to protect your interests (or someone else's interests);
- Where it is needed for official purposes or in the public interest; and
- Otherwise managing and exercising the commercial relationship and dealing with any issues from it or in connection with it.

6. Data Sharing

The Company will share your personal information with third parties where required by law or in the normal course of our commercial relationship with you and others.

We require third parties to respect the security of your data and to treat it in accordance with the law.

7. Transfers of your Personal Data outside the EU

For the purpose of processing, we may transfer your Personal Data outside of the EU. However, to ensure that your personal information does receive an adequate level of protection we have put in place appropriate measures to ensure your personal information is treated by those third parties in a way that is consistent with, and respects the relevant laws on data protection.

8. Retention of your Personal Data

The Company will retain your Personal Data for as long as we reasonably require in light of the purpose(s) for which we are holding it and all relevant legal, commercial and operational considerations and/or as long as we have your permission.

9. Right of Access, Correction, Erasure, and Restriction

Your duty to inform us of changes

It is important that the personal information we hold about you is accurate and current. Please keep us informed if your personal information changes during your working relationship with us.

Your rights in connection with personal information

Under certain circumstances, by law you have the right to:

- **Request access** to your personal information (commonly known as a “data subject access request”). This enables you to receive a copy of the personal information we hold about you and to check that we are lawfully processing it.
- **Request correction** of the personal information that we hold about you. This enables you to have any incomplete or inaccurate information we hold about you corrected.
- **Request erasure** of your personal information. This enables you to ask us to delete or remove personal information where there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your personal information where you have exercised your right to object to processing (see below).
- **Object to processing** of your personal information where we are relying on a legitimate interest (or those of a third party) and there is something about your particular situation which makes you want to object to processing on this ground. You also have the right to object where we are processing your personal information for direct marketing purposes.
- **Request the restriction of processing** of your personal information. This enables you to ask us to suspend the processing of personal information about you, for example if you want us to establish its accuracy or the reason for processing it.
- **Request the transfer** of your personal information to another party.

If you want to review, verify, correct or request erasure of your personal information, object to the processing of your Personal Data, or request that we transfer a copy of your personal information to another party, please contact pr@hunting.plc.uk. It is worthy of note to mention that we may not be able to complete your request if it prevents us from complying with other legal obligations.

10. Data Protection Officer

We have appointed the Company Secretary of Hunting PLC as the Group’s Data Protection Officer (DPO) who has overall day to day responsibility for the processing of Personal Data.

The DPO may be contacted by email addressed to compliance@hunting.plc.uk or at 5 Hanover Square, London, W1S 1HQ, UK or telephone on +44 (0)207 321 0123.

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