



PRIVACY POLICY

Anna Hartropp Limited follows the following principles in order to protect your privacy:

- No more information than is necessary is collected;
- Your data is not used for purposes other than those specified;
- Your data is not kept longer than needed;
- Your data is only provided to select third party clients for the specific purposes listed below, after obtaining consent

1. INFORMATION COLLECTION & TRACKING

1.1 When you visit this website

You can visit this website without giving away your personal information. Anna Hartropp uses Google Analytics and Cookies in order to improve the service offered, the user experience and/or analyse how the website is used. Aside from the approximate location (IP address), the information collected by Google Analytics is mostly anonymous traffic data including browser information, device information, language.

Anna Hartropp Limited only uses your data for the purposes specified. Your information is not used for profiling, nor is it sold or in any other way spread to third parties.

1.2 When you submit a CV

When you submit a CV it is used to collect your relevant personal data to be used for the Recruitment purposes set out below. It may be collated with additional data obtained from publicly available data, data from interactions with you and with related third parties.

1.3. When you contact Anna Hartropp

While you can use this website without giving out your personal information, once you make contact by using the annahartropp.co.uk website, Anna Hartropp Limited collects information about you.

The information you send (personal information such as your name, email address, current organisation) will be processed and stored on an internal database so that it is possible for your enquiry to be responded to and allows you to access the Recruitment services offered.

1.4 Recruitment

If you approach Anna Hartropp Limited about a specific job search, the information collected, processed and stored will only be used for recruitment-related purposes, such as contacting you. Additionally, Anna Hartropp Limited may keep your data for a period of time for the purpose of considering you for a different opportunity.

None of your personal data will be shared with a third party without your explicit consent.

1.5 Information Security

Anna Hartropp seeks to ensure the security of personal data. When Anna Hartropp Limited collects information about you, appropriate attempts are made to also ensure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical and organisational measures.

1.6. Access to information

ANNA HARTROPP LIMITED

Registered Office: 15 Bowling Green Lane London EC1R 0BD



You have the right to request access to the information Anna Hartropp holds on you. You can do this by emailing a request to info@annahartropp.co.uk with the subject 'DSAR'.

Following this request, a copy of the data that has been processed about you will be provided to you. In order to comply with your request, you may be asked to verify your identity.

Your request will be fulfilled by sending your copy electronically, unless the request expressly specifies a different method. For any subsequent access request, an administrative fee may be charged.

1.7 Information Correction & Deletion

If you believe that the information held about you is incorrect, you are welcome to contact info@annahartropp.co.uk so that it can be updated and your data kept accurate. Any data that is no longer needed for the purposes specified in Information Collection and Recruitment will be deleted.

If at any point you wish for Anna Hartropp Limited to delete information about you, you can request this via info@annahartropp.co.uk

2. APPLICATION OF THIS PRIVACY POLICY

2.1 This Privacy Policy is applicable to the services offered by Anna Hartropp Limited directly via this website. Where this website may contain links to other websites, once redirected to another website, this Policy is no longer applicable.

The purposes for which data is held and processed include:

- Board Search
- Investor Relations Search
- Consulting
- Industry Mapping
- Interim Appointments

This version of the Privacy Policy is effective from October 2017.

2.2 Changes

Anna Hartropp reserves the right to change this Privacy Policy. It is constantly reviewed for areas in which it could be made better.

Anna Hartropp Limited will not reduce your rights stated in this Policy without asking for explicit prior consent to the changes.

If you have any additional questions about Anna Hartropp Limited's collection and storage of data, please use the following contact information:

Anna Hartropp Limited, 15 Bowling Green Lane, London, EC1R 0BD

+44 (0)20 3795 5021

info@annahartropp.co.uk

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