

PRIVACY POLICY

The Wigley Group and companies within the Group ("We") are committed to protecting and respecting your privacy.

This policy (together with our Website 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. By visiting <http://www.thewigleygroup.com> you are accepting and consenting to the practices described in this policy.

For the purpose of the General Data Protection Regulations and Data Protection Act 2018, the data controllers are Wigley Contracts (Barby) Ltd, Wigley Commercial Services Ltd or Wigley Building and Development Ltd of 8 The Cobalt Centre, Siskin Parkway East, Middlemarch Business Park, Coventry, CV3 4PE.

All are registered with the Information Commissioners Office (ICO). The registration numbers are:

Wigley Contracts (Barby) Ltd - ZA243326

Wigley Commercial Services Ltd - Z324797X

Wigley Building and Development Ltd - ZA278230

INFORMATION WE COLLECT FROM YOU

We will collect and process the following data about you:

- **Information you give us.** This is information about you that you give us by corresponding with us by phone, e-mail or otherwise. It includes information you provide when you positively opt in to our service, consent to join our mailing list. The information you give us may include your name, address, e-mail address and phone number and personal description.
- **Information we collect about you.** With regard to each of your visits to our site we will automatically collect the following information:
 - technical information, including the Internet protocol (IP) address used to connect your computer to the Internet, browser type and version, time zone setting, browser plug-in types and versions, operating system and platform;
 - information about your visit, including the full Uniform Resource Locators (URL), clickstream to, through and from our site (including date and time), products and/or services you viewed or searched for, page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), methods used to browse away from the page.

This information will not identify individual visitors to our website and is mainly statistical. It will be used mainly to improve the website and its navigability, and to identify areas that are of most interest to visitors.

COOKIES

Our site uses cookies to distinguish you from other users of our site. This helps us to provide you with a good experience when you browse our site and also allows us to improve our site. For detailed information on the cookies we use and the purposes for which we use them see our Cookies Policy.

LEGAL GROUNDS FOR PROCESSING YOUR INFORMATION

We will rely on the following legal bases under the General Data Protection Regulation to process your personal data:

1. Consent
2. Performance of a Contract
3. Legal Obligation
4. Vital interest
5. Public interest or exercise of official authority
6. Legitimate interests pursued by the control or third party

USES MADE OF THE INFORMATION

We use information held about you in the following ways:

- **Information you give to us.** We will use this information:
 - to carry out our obligations arising from any contracts entered into between you and us;
 - to provide you with information that you have given affirmative consent to receive;
 - to notify you about changes to our service that you have consented to receive or that are part of a business to business contract;
 - to ensure that content from our site is presented in the most effective manner for you and for your computer.
- **Information we collect about your visit to our site.** We will use this information:
 - to administer our site and for internal operations, including troubleshooting, data analysis, testing, research, statistical and survey purposes;
 - to improve our site to ensure that content is presented in the most effective manner for you and for your computer;
 - as part of our efforts to keep our site safe and secure;
 - to measure or understand the effectiveness of advertising we serve to you and others, and to deliver relevant advertising to you;
- If The Wigley Group and companies within the Group are acquired by a third party, in which case personal data held by it about its customers will be one of the transferred assets.
- If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our Website Terms of Use and other agreements; or to protect the rights, property, or safety of The Wigley Group and its subsidiaries, our

customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

WHERE WE STORE YOUR PERSONAL DATA

All information you provide to us is stored on our secure servers.

Unfortunately, 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 and security features to try to prevent unauthorised access.

YOUR RIGHTS

Individuals have eight rights under the GDPR. These are:

1. The right to be informed
2. The right of access
3. The right to rectification
4. The right to erasure
5. The right to restrict processing
6. The right to data portability
7. The right to object
8. Rights in relation to automated decision making and profiling

You can exercise these rights at any time by contacting us at 8 The Cobalt Centre, Siskin Parkway East, Middlemarch Business Park, Coventry, CV3 4PE.

Our site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. 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 Regulations give you the right to access information held about you. Your right of access can be exercised in accordance with these Regulations.

CHANGES TO OUR PRIVACY POLICY

Any changes we make to our privacy policy in the future will be posted on this page. Please check back frequently to see any updates or changes to our privacy policy.

CONTACT

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to Head of Compliance, The Wigley Group, 8 The Cobalt Centre, Siskin Parkway East, Middlemarch Business Park, Coventry, CV3 4PE.