

Privacy Policy

As a result of the implementation of the General Data Protection Regulation (GDPR), we have updated our Privacy Policy to reflect its requirements.

Larchpoint Capital Group of companies (“Larchpoint”) is committed to treating all personal information it collects in a confidential manner and in compliance with all data protection laws.

We collect limited personal information, such as name, email, phone number, date of birth and address. If you exchange emails, telephone conversations or certain other electronic communications with our employees and other staff members, our information technology systems will record details of those conversations, sometimes including their content.

Our premises have closed circuit TV systems which may record you if you visit our premises, for security and safety purposes.

We rely on one or more of the following legal bases to process your information:

- Performance of a contract
- Legal obligation
- Our legitimate interest
- Your consent

Larchpoint will take all reasonable steps to retain personal information only for the duration of the purpose for which it was obtained. Larchpoint may continue to hold some data for legal or regulatory reasons or where it is in our legitimate interest to do so.

Larchpoint protects any personal information it holds with appropriate technical and organisational security measures. Access to your information is password-protected. We use sophisticated software to monitor our system for possible vulnerabilities and attacks, and we regularly update our passwords to ensure maximum security. Any staff with access to your information to perform their roles do so in accordance with Larchpoint’s data protection and information security policies.

We use your information in the following ways:

- To comply with our legal and regulatory obligations, co-operate with the court service, our regulators and law enforcement agencies and to prevent and detect crime
- to operate, manage, develop and promote our business and, in particular, our relationship with you and the organisation you represent (if any) and related investments and/or transactions
- To process any job application you submit, or that an agency submits for you

Disclosure and international transfer of your information

We may disclose personal information about you, where reasonably necessary for the various purposes set out above:

- to your colleagues within the organisation that you represent;
- to service providers or information technology systems which hold or process your information on our behalf, under strict conditions of confidentiality and security;
- to business partners, suppliers and sub-contractors for the performance of any contract we enter into with them or you;
- to a person who takes over our business and assets, or relevant parts of them; or
- in exceptional circumstances:
- to competent regulatory, prosecuting and other governmental agencies, or litigation counterparties, in any country or territory; or
- where we are required by law to disclose.

These disclosures may involve transferring your personal information overseas. If you are dealing with us within the European Economic Area (or the UK, after it has left the European Economic Area), you should be aware that this may include transfers to countries outside the European Economic Area / UK, which do not have similarly strict data privacy laws. In those cases, we will ensure that our arrangements with them are governed by data transfer agreements, designed to ensure that your personal information is protected, on terms approved for this purpose by the European Commission

Your personal information rights

- Accessing your personal information – you can ask for a copy of the personal information we hold and to require any inaccurate personal information to be corrected
- Restricting and objecting - you may have the right to object to us using your personal information
- Deleting your information (your right to be forgotten) – you may ask us to delete your personal information
- Making a complaint – if you have a complaint about the use of your personal information, please contact Larchpoint’s data protection officer, Ed Williamson (ed.williamson@larchpointcapital.com)

In accordance with Article 77 of the General Data Protection Regulation, you also have the right to complain about our collection and use of your personal information to the Information Commissioner's Office or the data protection authority in the country where you usually live or work, or where the alleged infringement of the General Data Protection Regulation has taken place. For more information, please contact the local data protection authority at: Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or by phone on 0303 123 1113

Any changes we make to this privacy statement in the future will be posted to our website (at www.larchpointcapital.com) and also available if you contact us.

Cookies

Our website uses cookies. A “cookie” is a file that is sent to your computer by a website and automatically saved on your computer by your web browser (e.g. Internet Explorer). Each time you request a page from the website, your web browser sends this cookie back to the website server. We use cookies to recognise and track which parts of our website you visit when you are using our website. We may also use the information collected from our use of cookies to estimate our audience size, analyse trends and general usage patterns of our website, optimise our website, and for other research and marketing purposes. This is statistical information and does not identify any individual. If you wish, you can set your browser to notify you before you receive a cookie so you have the chance to accept it and you can also set your browser to refuse to receive or send all cookies. The website www.allaboutcookies.org (run by the Interactive Marketing Bureau) contains step-by-step guidance on how cookies can be switched off by users. Please be aware that if you do not accept cookies our website may not function correctly or at all. By using our website without disabling cookies you are consenting to our use of cookies as described in this policy.

IP addresses

Our website logs your IP address and other information about your computer for administrative and security reasons and to collate statistical (non-personal) information about the use of our website.

Links

Our website may contain links to other websites belonging to third parties. We do not control the privacy practices of these other websites. You should therefore make sure when you leave our website that you have read that website’s privacy policy.