



Privacy Policy Information

When you visit the Antrec Limited web site, we collect and store information about your visit. We may also engage other companies to do this on our behalf. Examples of the kind of information we, or third parties we engage with, track include which pages you view on our site, the site you visited just before coming to ours, keywords you used in your search, your company name and the name of your Internet service provider. We use this information to develop ideas for improving our site, our products and services and for better marketing of our products and services. We do not make any attempts to link this information with you as an individual.

There are also various forms on our web site that ask for personal information about you, such as your name, phone number, and e-mail address. If you tell us any personal information, we use it only to contact you in response to your request or to provide you with information that we think you may be interested in receiving. If you inform us that you do not want to receive any information that you have not specifically requested, we will honour your request. We will not sell or otherwise disclose your information to any other company.

At Antrec Limited our Data Protection Policy is a commitment to protecting the privacy of employee, client and web and social media site visitor personal data. Antrec Limited (Antrec) makes every reasonable effort to protect the privacy of data collected when individuals visit our sites.

Antrec Limited takes technical and organisational measures designed to prevent unauthorised access, use, alteration, or disclosure of privacy data collected via Antrec sites. We try to be both selective and proactive in checking the security background for certain external social media sites and other sites that we come in contact with but do not control.

As an Antrec Limited site visitor does the “GDPR”, Privacy Shield and other similar data privacy and records management requirements apply to my data?

Companies within the EU, or who are externally located controllers and processors of the personal privacy data of EU residents in the context of collecting privacy data while soliciting and providing goods or services, will need to comply with the GDPR. Antrec Limited (Antrec) has adopted the GDPR and Privacy Shield as our national and international standard for data privacy. As a Antrec site visitor we do collect your business contact information. However, we may also collect or process privacy data for the purpose of providing additional services. We are very aware that combining multiple data elements, even if not considered personal data when taken alone, may result in them being considered personal privacy data when combined into a listing.

We may move your data within or to locations outside of the European Economic Area (EAA). These data transfers are legal under the GDPR and Privacy Shield as long as we adhere to the requirements for legal processing. We encrypt all data in transit and in storage.



Antrec has evaluated our obligations under the GDPR and Privacy Shield, in part, based on:

- (1) the type of visitor data that we collect via our sites, and
- (2) the legal basis on which you rely for the protection of your data.

We will exercise data privacy stewardship on all of our sites.

How will my personal information be used and shared by Antrec Limited for internal management of their sites?

The personal information we collect in our various sites allows us to:

respond to your inquiries;

provide the information, products and services you have ordered;

verify your identity and details of your payment method or credit card amount;

administer our sites and provide user services;

meet legal, regulatory and compliance requirements;

monitor and analyse the use of any account to prevent, investigate and/or report fraud, terrorism, misrepresentation, security incidents or crime;

gather management information to form statistical and trend analysis;

communicate with you;

investigate any complaints about our sites;

personalise your experience of the sites;

contact you about our products and services which we think might be of interest to you (where we have the appropriate permissions to do so);

when warranted, we share your personal information with our Antrec affiliate companies and their brands for the above purposes;

employ the services of third party service providers to help us in certain areas, such as site hosting, maintenance and call centre operation. In some cases the third party may receive your information. However, at all times we use third parties, we will control and be responsible for the use of your information and place contractual requirements on privacy data sent to our sub-processors.

If you provide a credit or debit card, we may also use third parties to check the validity of the sort code, account number and card number you submit in order to prevent fraud as well as to process any transaction you attempt via the website.



If false or inaccurate information is provided and fraud is identified, we will follow legal processes if details will be passed to fraud prevention agencies. Law enforcement agencies may access and use this information. We and other organisations may also access and use this information to prevent fraud and money laundering, for example when:

checking details in applications for credit and credit related or other facilities

managing credit and credit related accounts or facilities

recovering debt

checking details on proposals and claims for all types of insurance

checking details of job applicants and employees.

Where does Antrec Limited store my privacy information?

Antrec Limited stores privacy data in data centres in the United Kingdom and the United States – As per the GDPR regulations and standards and cloud based storage Microsoft EU/US privacy shield standards.

Antrec Limited utilise ePDQ systems recognised within the Payment Card Industry for a secure payment environment connecting to merchants utilising TLS encryption.

What constitutes personal privacy data?

Any personal information related to a natural person (called a 'data subject' by the GDPR) that can be used to directly or indirectly identify the person when not encrypted and used individually or in combinations to create a profile.

Personal privacy data is a very broad range of personal information and can be any information item that might be used to create a profile beyond what Antrec Limited considers basic business contact information of name, business address, business phone and business title or business job. Personal privacy information would be: an identifiable photo; identifiable voice recordings; fingerprints; biometric data; a personal email address, home phone number, home address; numbered identifiers – bank account, credit information and credit card, passport, country identification and driver's license numbers and social security; family member information; medical information; political opinions; sex, sexual preferences; computer IP address; data on children; travel profiles; trade union membership; criminal records. Some countries consider some of these listed items as Sensitive Personal Identification Information (SPII).



What is the difference between a data processor and a data controller?

A controller is the entity that determines the purposes, conditions and means of the processing of personal data. A controller can be a processor. A site owner is a controller.

A data processor is an entity which processes personal data on behalf of the controller.

Antrec Limited is a controller and/ or a processor at varying times in our conduct of business.

Is Antrec Limited a data processor or data controller in regard to my personal data?

Antrec Limited acts as a data controller and in some cases, is also a processor (or sub-processor) for personal data provided to ANTREC through our customers, by individuals and other third parties such as partners.

If you as a data subject provide your personal data directly to Antrec Limited (such as a site visitor, a forum or conference attendee, a site browser, etc.) ANTREC acts as the data controller for that personal data. Note, if ANTREC also processes that personal data in some fashion, ANTREC also qualifies as a data processor in regard to that personal data.

Is Antrec Limited organised to manage the data processor obligations imposed by the GDPR, Privacy Shield and other similar laws and regulations?

Antrec Limited established a Data Protection Committee and appointed Data Protection Officer (DPOs) to manage the program and comply with the GDPR. The Committee is tasked with instituting Antrec's internal data privacy compliance initiatives.

For Antrec Limited, keeping site visitor data secure is a high priority. Along with ensuring data security, it is important that a site visitor's confidence is always maintained and a high level of security around processes and protection is strongly administered.

At Antrec Limited, we strongly value and base our business on the trust that our site visitors, employees and customers have placed upon us. We will continue to earn and reinforce that trusted relationship by cooperating with requests related to our GDPR, Privacy Shield and other data privacy obligations.

Antrec Limited is committed to taking advanced measures to support and continuously enhance the security of our systems, to ensure that we collect and process personal data in a manner compliant with GDPR, Privacy Shield or any similar legislation.

Antrec Limited management strongly believes that information technology security/compliance is a key business service. Information security objectives and strategy must be continually aligned with Antrec's business strategy and objectives.



When does Antrec Limited delete client data?

Antrec Limited deletes client data, including backups based on our records management schedule within our destruction and retention policy. In some cases that can be shortly after you leave one of our sites. Web and social media privacy information is deleted after you finish browsing or have opted out of receiving our communications or you have been unresponsive to our inquiry messages for a period of time. If you acknowledge our site use rules to continue browsing or you agree when specifically requested to opt-in your information is transferred to our secure customer relations management data base. In some cases we are legally and/ contractually required to keep some data for more extended periods of time consistent with the lawful processing provisions of the GDPR. Data is held in various categories in our records management deletion schedules. These data retention categories range from nearly immediate up to seven (7) years unless there is a longer legal requirement. For more information about data retention times please contact us.

Does Antrec Limited provide clients with the option to delete client data?

Antrec Limited supports the deletion of client data; however, such a request needs to be in writing and needs to be done in conjunction with Antrec's Technical Support team in the event it is not a temporary storage item like non-persistent web and social media cookies.

What are Antrec Limited site cookie policies?

Use of Cookies – Practices and Procedures

Antrec Limited uses cookies for a variety of purposes such as remembering your preferences, measuring your activity on Antrec Limited websites, mobile sites and mobile applications ("sites") or optimising your user experience. Disabling cookies on your internet browser will stop tracking of any part of your visit to pages within the site. All traffic (transferral of files) between the site and your browser is encrypted and delivered over HTTPS.

Cookie Settings

The types of cookies Antrec Limited and others may place on your device are described below.

Antrec will read or set only the types of cookies that are strictly necessary for quality browsing or specifically allowed by your browser preference settings.

Antrec only places cookies that set your preferred language, deliver specific content based on visit history, and give access to various sections of the sites.

Cookies set by our sites will remain on your device but Antrec will not access or use those non-strictly-necessary cookies. You may remove them using functionality provided by your browser. Please note that cookies are specific to the browser or device you use, as well as to the domain, and you will therefore have to configure your preferences again if you change your browser or device, or visit a different domain.

Any specific questions regarding these cookie settings may be sent to IT@antreclimited.com



How do you use Social Media Widgets?

Antrec Limited sites can include certain social media features, such as the Facebook button. These features may collect your IP address, may collect which page you are visiting on our sites, and may set a cookie to enable such feature to function properly. Social media features are either hosted by a third party or hosted directly on our sites. Your interactions with these features are governed by the privacy policy of the company providing it.

How do you use Blog Information?

Should you choose to add a comment to any posts that we have published on our sites for example in a blog, the name and email address you enter with your comment will be saved to the site's database, along with your computer's IP address and the time and date that you submitted the comment. This information is only used to identify you as a contributor to the comment section of the respective blog post and is not passed on to any of the third party data processors. Only your name will be shown on a site that is public-facing. Your posted comment(s) and its associated personal data will remain on this site until we see fit to either

1) remove the comment, or 2) remove the blog post. Should you wish to have the comment and its associated personal data deleted, please email us listed with your contact information using the email address that you commented with.

If you are under 18 years of age we request you obtain parental consent before posting a comment on our blog and sites.

NOTE: You should avoid entering personally identifiable information to the actual comment field of any blog post comments that you submit on this site.

How do you use Contact Forms and Email Links?

Should you choose to contact us using a contact form on our sites or an email link, the data you supply will be stored in our customer relationship management database or may be passed on to be processed by a third-party data processor(s). We do retain information from data requests in our customer relationship management system. Collated and transferred data is encrypted before being sent across the internet. We do not sell personal information.

How do you use information we provide to you?

As a compliance philosophy Antrec Limited makes every effort to apply a data minimisation approach in our privacy data gathering and storage activities. We do collect and hold some personal information you give us. These are the general types of information we may collect from you:

Registration and Profile Information

We try to gather only the most necessary information for the involved inquiry or purpose. When you enter or register to use our site, our services, to receive information, to participate in our events, and create or update your forum profiles, we may collect various kinds of information about you. For example, we may collect: your name; postal address; phone number; fax numbers and email address; your log-in ID and password; your title; company; and other event specific profile information you provide; demographic information; and

The logo for Antrec Limited features a stylized blue triangle with a white circle inside, positioned to the left of the company name. The name 'antrec' is written in a lowercase, sans-serif font, with 'LIMITED' in a smaller, uppercase font directly beneath it.

information linked with your profile such as comments you may post. We need this information to be able to respond to you, secure the site and provide services as applicable.

Information We Automatically Collect

When you visit our site or use Antrec Limited site services, as do many companies, some information is collected and recorded automatically such as your computer's operating system, Internet Protocol (IP) address, access times, browser type and language, and the website you visited before our corporate sites, so we are aware of transfers and linking for security due diligence (blocking and enhancing) of our site and to protect you the user. This is logged automatically and stored in log files. We use our own products, and products of third parties acting on our behalf, to analyse, optimize, securely protect and improve our site.

We use cookies to collect information allowing for analytics, user experience and session tracking, as well as video use tracking. Users can control the use of cookies at the individual browser level. If you reject cookies, you may still use our site, but your ability to use some features or areas of our site may be limited.

Antrec Limited may also use device-recognition technologies combined with other identifiers to create cross-browsers and cross-devices identities to provide you with better services and security.

We acknowledge that individuals have the right to inquire about and access their data.

Antrec Limited is required to disclose personal information in response to lawful requests by public authorities, including to meet national security or law enforcement requirements.

We make efforts to limit the collection, use and disclosure of personal data to help protect personal privacy. We will discuss with you your specific request to limit use of your data if you choose to restrict the use of privacy data. We most likely cannot make exceptions for required legal, regulatory, contractual and personal public safety contact information erasure requests. The discussions will include the alternate processes and consequences of the alternative processing methods available to accomplish the same necessary services affected by your request, up to and including deleting data if that is an option.

Antrec Limited is subject to the investigatory and enforcement powers of the Information Commissioners Office (ICO).

Antrec Limited understands that it may not be absolved of liability in cases of onward transfers of privacy data to third parties.

Additional Information

In compliance with the Privacy Shield Principles, Antrec Limited commits to respond to inquiries about our collection or use of your personal information. Further information can be given if you contact us at:

Antrec Limited, Privacy Officer, The Investment Centre
375 Stanley Road, Bootle, L20 3EF