

AIFC Specialists

Privacy Policy

AIFC Specialists takes privacy and privacy concerns very seriously. As such, this privacy policy sets out how <https://aifcspecialists.com/> uses and protects any information that you give or share

with it when you use this website. The policy also describes the rights which you have regarding your personal data, as well as guiding you through the process of making a request regarding your personal data. <https://aifcspecialists.com/> is committed to ensuring that your privacy is protected. Should we ask you to provide information which can identify you when you use this website, we confirm that it will only be used in accordance with this privacy policy.

<https://aifcspecialists.com/> may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes.

This policy is effective from 1 September 2022.

What is Personal Data or Personal Information?

Personal Data or Personal Information refers to any information that relates to an identified, or identifiable natural person or consumer.

A natural person or Consumer is someone who can be either directly or indirectly identified by an identifier such as a name, identification number, location data, an online identifier or one or more factors which are specific to their genetic, physical, physiological, mental, economic, cultural or social identity.

What personal data does AIFC Specialists collect?

We may collect the following information:

- Contact information: your name, position, role, company or organisation, telephone (including mobile phone number where provided) as well as email and postal address
- Business information: data identifying you in relation to matters on which you instruct us or in which you are involved
- Information from public sources: e.g. Linked in and similar professional networks, directories or internet publications;
- Information in connection with investigations or proceedings: where this is necessary to conduct the investigation or proceedings
- Attendance records: to record your attendance at our office for security purposes
- Subscriptions/preferences: when you subscribe to receive legal briefings, updates or newsletters as well as consent preferences to help us identify which materials you are interested in receiving
- Events data: attendance at and provision of feedback forms in relation to our events
- Supplier data: contact details and other information about you or your company or organisation where you provide services to AIFC Specialists
- Social media: posts, Likes, tweets and other interactions with our social media presence
- Technical information: [when you access this website and our technology services being IP address, browser type and version (e.g. Internet Explorer, Firefox, Safari etc.), time zone setting, browser plug-in types and versions, operating system you are using (e.g.

Vista, Windows XP, MacOS, etc), device type, hardware model, MAC address, unique identifiers and mobile network information];

- Online data: [when you access this website and our technology services, information about your visit including URL clickstream to, through and from our website (including date and time), information about your network as such as information about devices, nodes, configurations, connection speeds and network application performance; pages viewed or searched for, page response times, download errors, length of visits and interaction information (such as scrolling, clicks, mouse-overs) and whether you click on particular links or open our emails].

AIFC Specialists does not collect personal data about your online activities across third party websites or online services.

What does AIFC Specialists do with the Information we collect?

We use this information for a number of reasons. The main reason we use this information is to provide you with the website and our products and services (whether available via the website or offline). We also use the information for:

- internal record keeping
- product, service, and website development
- responding to your queries
- market research and
- marketing our own services to you

Does AIFC Specialists sell or share the Personal Data it collects?

We do not sell, rent, or lease our subscription lists to third parties, and we will not provide your personal information to any third-party individual, government agency, or company at any time unless strictly compelled to do so by law.

On what legal basis does AIFC Specialists process your Personal Data?

AIFC Specialists relies on legitimate interest to send you information regarding changes to our terms, conditions and policies, website and/or other administrative information as required. The following forms the legal basis upon which we rely to fairly, lawfully and transparently process your personal data:

- Consent: You have agreed to our processing of your Personal Data for one or more of the specified purposes as defined in the individual privacy notice.

- **Contractual Obligation:** The processing of your Personal Data for the necessary performance of a contract (e.g. commercial, procurement or employment purposes); as well as upon your request before entering into a contract (e.g. commercial, procurement or employment purposes).
- **Legal Obligation:** AIFC Specialists processes your Personal Data to comply with the law (e.g- Anti Money-Laundering regulations, request for regulatory agency, submission of mandatory spend transparency).
- **Legitimate Interests:** Processing the information necessary in the prevention of fraud, network, and information security.

Legitimate Interests

We have legitimate business interests in:

- providing legal services
- managing our business and relationship with you or your company or organisation
- understanding and responding to inquiries and client feedback
- understanding how our clients use our services and websites
- identifying what our clients want and developing our relationship with you, your company or organisation
- improving our services and offerings
- enforcing our terms of engagement and website and other terms and conditions
- ensuring our systems and premises are secure
- managing our supply chain
- developing relationships with business partners
- ensuring debts are paid
- operating suppressors to exclude you from direct marketing if you unsubscribe
- sharing data in connection with acquisitions and transfers of our business

Reasons for Using Special Category Data

Special category data refers to sensitive data such as your racial or ethnic origin, religious beliefs, or health data. We may also collect data about criminal convictions. We will process this data where:

- we have your explicit consent: for the particular processing
- this is necessary to protect your vital interests or those of another person: for example, in medical emergencies; you have manifestly made the data public: for example, where you have published it on social media
- this is necessary to deal with legal claims: for example, involving court proceedings
- this is necessary for substantial public interest: for example, to prevent or detect unlawful acts

Does AIFC Specialists offer financial incentives for Personal Data?

No. AIFC Specialists does not maintain any programs, benefits, incentives, offerings, or financial compensation associated with the disclosure, deletion, or sale of Personal Data.

How long does AIFC Specialists retain your Personal Data?

The retention periods can vary depending on the type of data, potential pending litigation or investigation, AIFC Specialists' intellectual property or ownership rights, contractual requirements, operational directives, and legal retention requirements. Typical retention periods can range from 3 to 15 years.

Your Rights

Some of these rights will only apply in certain circumstances. If you would like to exercise, or discuss, any of these rights, please contact the relevant Data Privacy contact as listed in this Policy.

- **Access:** you are entitled to ask us if we are processing your data and, if we are, you can request access to your personal data. This enables you to receive a copy of the personal data we hold about you and certain other information about it.
- **Correction:** you are entitled to request that any incomplete or inaccurate personal data we hold about you is corrected.
- **Erasure:** you are entitled to ask us to delete or remove personal data in certain circumstances. There are also certain exceptions where we may refuse a request for erasure, for example, where the personal data is required for compliance with law or in connection with claims.
- **Restriction:** you are entitled to ask us to suspend the processing of certain of your personal data about you, for example if you want us to establish its accuracy or the reason for processing it.
- **Transfer:** you may us to help you request the transfer certain of your personal data to another party.
- **Objection:** where we are processing your personal data based on a legitimate interest (or those of a third party) and you may challenge this. However, we may be entitled to continue processing your information. You also have the right to object where we are processing your personal information for direct marketing purposes.
- **Automated decisions:** you may contest any automated decision made about you where this has a legal or similar significant effect and ask for it to be reconsidered.
- **Consent:** where we are processing personal data with consent, you can withdraw your consent.

If you want to exercise any of these rights, please contact one of the Data Privacy contacts set out in this Policy above, in writing at the relevant email address (privacy@aifcspecialists.com).

Personal Data About Others

In some cases, you may provide personal data to us about other people (such as your customers, directors, officers, shareholders, or beneficial owners). You must ensure that you have given those individuals an appropriate notice that you are providing their information to us and have obtained their consent to that disclosure.

Does AIFC Specialists collect Personal Data from Children?

AIFC Specialists' website is not intended for visitation or use by children. AIFC Specialists does not knowingly collect or use Personal Data from children. If we become aware of that we have unknowingly collected Personal Data from children under the age of 13 we will make reasonable efforts to delete the information from our database. If a child under the age of 13 may have disclosed Personal Data to us, a parent or guardian of the child may contact us at privacy@aifcspecialists.com to begin the deletion process. AIFC Specialists does not engage in marketing activities which are targeted at children and follows all applicable laws as it relates to the collection of Personal Data from children online.

Security

We are committed to ensuring that your information is secure but cannot provide any guarantee in relation thereto.

Links to Other Websites

Our website may contain links to other websites of interest. Aifcspecialists.com cannot guarantee the accuracy of information on any linked site. Links to or from external sites that are not owned by <https://aifcspecialists.com/> do not constitute an endorsement by <https://aifcspecialists.com/> and we cannot be responsible for the protection or privacy of any information that you provide when visiting such sites. Once you have left our website/marketing email message, we cannot be held responsible for the content of other websites or the protection and privacy of any information which you provide to those websites. You should exercise caution and look at the privacy statement applicable to the website in question.

How We Use Cookies

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Most web browsers allow some control of most cookies through the browser settings. To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit www.allaboutcookies.org.

To opt out of being tracked by Google Analytics across all websites visit <http://tools.google.com/dlpage/gaoptout>.

The following information describes the cookies we use on this site and what we use them for. We currently operate an ‘implied consent’ policy which means that we assume you are happy with this usage. If you are not happy, then you should either not use this site, or you should delete <https://aifcspecialists.com/> cookies after you have visited the site, or you should browse the site using your browser’s anonymous usage setting (called “Incognito” in Chrome, “InPrivate” for Internet Explorer, “Private Browsing” in Firefox and Safari etc).

Marketing

If at any time you do not want your information used for direct marketing purposes, please contact us at privacy@aifcspecialists.com . However, please note that we may send out periodic emails to, for example, inform you of a technical service or security issues relating to a service you have requested or purchased, or confirming your request or purchase of a service. You will not be able to choose to unsubscribe from these communications, as they are considered an essential part of the service you have chosen.

How Can You Get Copies of or Amend the Information We Have Collected from You?

You can ask us for details of the personal information that we hold from you in terms of data protection laws. If you would like a copy of the information held about you, please write to us at privacy@aifcspecialists.com.

If you think that any of the information that we have about you is incorrect or incomplete, please email us as soon as possible so that it can be updated.

Privacy Policy Updates:

Seven Pillars updates its Privacy Policy annually, or more frequently where required, to ensure that it reflects changes to our Personal Data processing activities. We encourage you to periodically review this page for the latest information regarding our privacy practices.