

## 6. How we use Personal Data

We will Process the following categories of Personal Data in connection with the management of our relationship with you, for the following purposes and legal bases:

### Current and potential customers, suppliers and vendors or their representatives (as applicable):

Purposes	Categories of Personal Data	Legal Basis
To provide you or your employer with requested products or services	Professional details Details of transactions you carry out with us	Performance of a contract
For account management purposes and to keep in touch with you about requested products or services	Professional details Personal details Details of transactions you carry out with us	Performance of a contract Legitimate interests in maintaining up to date records, ensuring business continuity and operating our business
To identify persons authorized to trade on behalf of our Customers, Suppliers and/or Service Providers	Professional details Personal details	Performance of a contract Legitimate interests in operating our business and providing our commercial services to our customers
To communicate with you about services, features, surveys, newsletters, offers, promotions, events, and provide other news or information about our services	Professional details Personal details	Legitimate interests in marketing, promotion and advertising purposes where the law does not require consent  Consent where the law requires us to collect your consent

Please refer to the section on "All data subjects" below for some additional purposes for Processing.

### Visitors to our offices, websites, social media platforms; users of our mobile applications:

Purposes	Categories of Personal Data	Legal Basis
To protect the security and access of our systems, premises, staff and visitors, platforms and secured websites and applications	Details of your visits to our premises and to systems, software, websites and applications (including system logs and CCTV) Details of transactions you carry out with us	Legitimate interests in protecting our users, services and business against fraud and other illegal activity  Legitimate interests in ensuring the safety and security of our people, goods, premises and systems, and taking action to mitigate risk and to prevent and detect matters which may put us, or our business or stakeholders, at risk
To communicate with you about	Professional details	Legitimate interests in



services, features, surveys, newsletters, offers, promotions, events, and provide other news or information about our services (where you have asked us to send you this information)	Personal details	marketing, promotion, and advertising purposes where the law does not require consent  Consent where the law requires us to collect your consent
To understand how visitors interact with our website, for site improvement and product / service development purposes (where you have agreed to accept analytics cookies)	Professional details  Personal details	Consent (where you have provided this)
To provide you with customized advertisements on our website and to measure the effectiveness of our marketing campaigns (where you have agreed to accept advertising cookies)	Details of transactions you carry out with us	Consent (where you have provided this)

Please refer to the section on "All data subjects" below for some additional purposes for Processing.

**All data subjects:**

Purposes	Categories of Personal Data	Legal Basis
To comply with our legal and regulatory obligations and requests anywhere in the world, including reporting to and/or being audited by national and international regulatory bodies	Professional details  Personal details  Details of your visits to our premises and to systems, software, websites, and applications  Details of transactions you carry out with us	Compliance with legal obligations
For monitoring and assessing compliance with our policies and standards	Professional details  Personal details	Compliance with legal obligations  Legitimate interest in ensuring that we conduct our business in compliance with applicable law and standards
To comply with court orders and exercise and/or defend our legal rights	Professional details  Personal details  Details of your visits to our premises and to systems, software, websites, and applications  Details of transactions you carry out with us	Compliance with legal obligations  Legitimate interests to assist law enforcement authorities to prevent or detect serious crime
As otherwise permitted or required by any applicable law or regulation	Professional details	Compliance with legal obligations



	Personal details  Details of your visits to our premises and to systems, software, websites, and applications  Details of transactions you carry out with us	
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**Staff Next of Kin and Dependents:**

We may process your Personal Data for staff management purposes as follows:

Purposes	Categories of Personal Data	Legal Basis
To contact you in the event of an accident or emergency	Personal details (contact details)	Our legitimate interest in complying with the wishes of our staff
To keep a record of, to contact you about, and to support the provision of/provide any benefits to which you may be entitled	Personal details	Your, and the relevant staff members, legitimate interest in you receiving benefits to which you are entitled.

We may additionally process your Personal Data to comply with our legal obligations and to exercise/defend our legal rights as set out in [para i] of the "Current Staff" section above.

