



INTERNATIONAL BUSINESS AND EXECUTIVE MANAGEMENT PRIVACY NOTICE

International Business and Executive Management Limited is a management consultancy and provides executive advice and assistance to its clients. The personal data that we process to provide these services relates to our clients and other individuals as necessary, including staff and suppliers' staff. We respect your privacy and are committed to protecting your personal data. This privacy notice will inform you as to how we look after your personal data when you contract with us, whether as a client or a supplier, or visit our website (regardless of where you visit it from) and tell you about your privacy rights and how the law protects you. We will ensure that all staff who handle personal data on our behalf are aware of their responsibilities under this privacy notice and other relevant data protection and information security policies, and that they are adequately trained and supervised. This privacy notice is provided in a layered format so you can click through to the specific areas set out below.

1. IMPORTANT INFORMATION AND WHO WE ARE
2. THE DATA WE COLLECT ABOUT YOU
3. HOW IS YOUR PERSONAL DATA COLLECTED
4. HOW WE USE YOUR PERSONAL DATA
5. DISCLOSURES OF YOUR PERSONAL DATA
6. INTERNATIONAL TRANSFERS
7. DATA SECURITY
8. DATA RETENTION
9. YOUR LEGAL RIGHTS
10. GLOSSARY