



POLICY ON PRIVACY

www.ashleymurraychambers.co.uk

Thank you for visiting Ashley Murray Chambers Website. Please read this carefully.

Overview

The terms of this policy have been fully revised in accordance with Data Protection Act 1998 and the General Data Protection Regulation implemented from May 2018.

Ashley Murray Chambers aims at all times to respect and keep your privacy protected. Below we explain how your information as collected by Chambers may be used both via our website and otherwise.

Chambers Data Controller pursuant to the Data Protection Act 1998 is Ashley Murray.

All our requests for information to be supplied by you will be in accordance with this Policy as amended from time to time. You are entitled to view any information we hold about you and if you discover any incorrect information please contact the Chambers Data Controller Ashley Murray by post at the Chambers address at Ashley Murray Chambers, Fifth Floor, Horton House, Exchange Flags, Liverpool L2 3PF or by email at ashley@amchambers.co.uk.

Website

For the purposes of improving our service we may collect certain data via our website. This information we use to generally improve the services we offer.

This information gathering will also include personal information from emails and forms you may fill in online on our website. We also record the IP address of those who visit our website so that again we can use the same information to improve the services we offer and to assist us to better market the services we offer. However, such information will not directly identify the user's personal information.

We do destroy such information once used. However, in the event that you may contact us by telephone or email we will generate a report of such communication which we will use for relevant contact with yourself or others acting on your behalf. Again, we will only retain use such information to contact you in regard to the services we offer. It is important that you should keep such contact information up to date and notify us of any changes.



Sensitive Information

We are open to all approaches for services whatever your ethnicity, gender, disability, age, whether married or in civil partnership, your sexual orientation, gender reassignment, religion or belief and/or background. To further this approach we require information concerning those who apply to join or to undertake employment with Chambers. We accordingly encourage you to provide such information where the same is sought from you. This includes such information as will enable us to meet our statutory obligations under the Equality Act 2010. By your provision of such sensitive personal information to us you will be deemed to explicitly consent to the collection and processing this form of information in accordance with this Policy on Privacy.

Assurances on Use of Sensitive Information

The sensitive information gathered will:

- Be used for the purposes of Equality & Diversity monitoring and other legal requirements.
- Be held in confidence by Chambers and not passed on to third parties save as required by law or with your permission.
- Be destroyed once the provision of our services has terminated subject to any requirement at law for its retention.
- Not be released in a form that may result in your identification save as required by law or without your permission.

We store our information securely and our staff are trained in the need for security of such information and we will take all necessary steps reasonable to ensure such security is preserved.

We will not seek out your continued contact in relation to our services by the use of such personal information save and except where you have consented to the same. We will not seek to make any commercial use of your personal information for profit without your permission.

We may make use by cookies with your permission to assist us to analyse the traffic which is using our website and to better assist us to provide our services in the future. However, once used the information will again be removed from the system. You may adjust your computer settings to prevent such cookie usage.

We only use this information for statistical analysis purposes and then the data is removed from the system.

We do provide links on our website to the website of others. In the event that you seek to access such websites via these links you must understand that you may be subject to information being



gathered via these websites in accordance with privacy rules which are different to those which we operate. In such event we cannot be held responsible for the protection of any information which you may provide to these websites or the protection of your privacy in such circumstances.

Amendment

We reserve the right to amend the detail provided in under this Policy on Privacy from time to time as required.

Contact

In the event that you should wish to contact us concerning the contents of this Policy or otherwise please contact Ashley Murray by post at the Chambers address at Ashley Murray Chambers, Fifth Floor, Horton House, Exchange Flags, Liverpool, L2 3PF or by email at ashley@amchambers.co.uk.