

PRIVACY POLICY

This privacy policy sets out how QEB Chambers of Lewis Marks QC uses and protects any information that you give when you use this website. We are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

We may change this policy from time to time by updating this page.

WHAT WE MAY ASK.

We may collect the following information:

- Name and job title
- Contact information including email address
- Demographic information such as postcode, preferences and interests
- Other information relevant to mini-pupillage and employment applications

Disclosure

The personal information we obtain will be disclosed only to employees, officers, agents or members of QEB only as much as is reasonably necessary for the purposes as set out in this privacy policy. In addition, we may disclose your personal information:

- a) to the extent that we are required to do so by law;
- b) in connection with any legal proceedings or prospective legal proceedings;
- c) in order to establish, exercise or defend our legal rights.

WHAT WE DO WITH YOUR INFORMATION.

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping
- In order to process mini-pupillage application forms and recruitment enquiries
- In order to respond to enquiries about the content of the website
- We may use the information to improve our products and services
- We may use the information to customise the website according to your interests

SECURITY

Under the Data Protection Act 1998, we have a legal duty to protect information we collect from you. You can visit our site without telling us who you are or giving us any personally identifiable information.

LINKS TO THIRD PARTY WEBSITES

Our website may contain links to enable you to visit other websites of interest easily. We do not have any control over third party websites. We cannot be responsible for the protection and privacy of any information you provide whilst visiting such sites as they are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

We will not sell, distribute or lease your personal information to third parties unless we are required by law to do so.

YOUR RIGHTS.

You may request details of personal information which we hold about you under the Data Protection Act 1998. If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.