

# Privacy Policy

**BAM Construct UK Ltd is committed to respecting the privacy rights of our key stakeholders (employees, clients, business partners and suppliers). We believe that being transparent about how we deal with personal data helps to build trust.**

We are committed to ensuring we only collect and process personal data necessary for legal and regulatory or for legitimate organisational purposes.

The data we collect and process includes but is not limited to:

- Personal data (date of birth, address, IP address, passport number, etc)
- Sensitive personal data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health data, sex life and sexual orientation and criminal convictions and offences)

The Board aims to ensure that everyone who works with personal data within BAM understands the importance of protecting privacy and complies with this Privacy Policy.

The following Golden Privacy Rules will be applied by BAM to all personal data:

1. The processing is in compliance with BAM's policy and data protection legislation.
2. The processing is for specific, determined, legitimate business purposes.
3. The access to and processing of data is limited to only that necessary.
4. The data is kept accurate, complete and up to date, is only kept as long as is necessary for the intended purpose and is then securely destroyed.
5. All personal data is treated as confidential and stored to prevent unlawful or unauthorised sharing, access or processing, accidental loss, destruction or damage.
6. Everyone has a duty to report any suspected data breaches.
7. The reasons for collecting and processing personal data are determined and are clearly communicated to the relevant individuals.
8. A data protection agreement must be in place before any personal data is given to a third party.
9. The rights of individuals to access, correct, restrict and remove their personal data will be respected.
10. Privacy risks are identified before implementing new business processes or services, such as new IT systems.

The Board of BAM Construct UK Ltd is responsible for ensuring compliance with this policy and that it is communicated to and understood and observed by all employees and associates.

Day-to-day responsibility for promoting and implementing this policy is delegated to the senior management of the company and employees are also responsible for their own compliance with this policy.

The Board has appointed the Privacy Officer to oversee the implementation of this policy and ensure governance and compliance with its intent.

Breaches of this policy should be reported to the Privacy Officer, as soon as possible and within 24 hours.

Requests to access, correct, restrict or remove personal data should also be made to the Privacy Officer.

A handwritten signature in black ink, appearing to read 'James Wimpenny', with a small flourish at the end.

**James Wimpenny**  
Chief Executive  
BAM Construct UK Ltd