

Recruitment Privacy Statement

The Briggs Group collects and processes personal data relating to its employees to manage the employment relationship. The Company is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations.

This Recruitment Privacy Statement sets out how we, The Briggs Group of Companies intend to protect your privacy when using our website site and describes your rights and the way any of your personally identifiable information will be collected and used.

We strongly believe in the importance of keeping the personal information of our candidates private. We will never use your information for any use beyond that stated or the permissions you give us or to conform with our legal requirements.

What sort of data is collected?

Personal information provided by you is retained as long as the purpose for which the data was collected continues, usually up to 6 months. It is then destroyed unless its retention is required to satisfy audit, legal, regulatory or accounting requirements or to protect our interests. We will not sell, trade, rent or pass on your personal information to any organisation other than those involved in the recruitment, selection and employment process, or use this information ourselves for any purpose other than those stated here without your consent.

By continuing with your submission, you consent to:

- Us collecting and processing your data, including any personal data, for the purposes of your prospective and, if successful, continuing employment with us, including, where appropriate, us conducting background and security checks and any investigation to protect our legitimate interests or those of our employees or customers, as well as for the purposes of equality monitoring
- Us passing any such data to other members of our group of companies for such purposes and to others with a legitimate reason to receive it within the European Economic Area; and
- Us passing any such data, including sensitive personal data, to professional and/or medical advisors, any prospective purchaser of any part of our group or in compliance with any legal or regulatory requirements or proceedings, including, without limitation, for security purposes, whether those of Briggs or its customers

Your CV

When you send your CV through our website it will be made available to our recruitment teams in connection with the recruitment process unless you



request otherwise. Should you wish to request a change to our normal CV disclosure processes, please email hrsupport@briggsmarine.co.uk.

Job Applications

If you have applied for a job through us the information you provide will be used to determine your suitability for the position and, if applicable, in determining terms of employment or engagement. It may also be included in management information used to monitor recruitment initiatives and equal opportunities policies.

If your application is progressed further, we may undertake pre-employment checks if the type of job or environment requires it for legitimate business purposes to verify or obtain extra information, which may include background and security checks such as qualification checks, license checks, certification checks, criminal record checks and employer references. Details may also be disclosed if required by law or for the purposes of Briggs business requirements (e.g. to auditors or third-party service suppliers).

If your application is unsuccessful, we may try to find you employment with other possible matching vacancies and may use your submitted details in connection with the recruitment process (which for these purposes includes the process of gaining employment and any ongoing administrative process involved, unless you tell us otherwise).

Keeping you Informed

To keep our records up to date, you may want to tell us if any of your circumstances change during by emailing recruitment@briggsmarine.co.uk.

Notification of Changes

Any changes we make to our Recruitment Privacy Statement will be set out here on this page of the website. If at any time you have questions or concerns about the policy, please convey them by emailing recruitment@briggsmarine.co.uk.

Acceptance

You agree that any information, including your CV, which is collected by Briggs Marine on this website is accurate and complete and may be used and disclosed for such purposes and to such third parties in accordance with our Recruitment Privacy Statement. You understand that any misrepresentation of any information provided by you may result in the termination of any application or employment.

By submitting your personal information, including your CV, you agree that you have read, understood and accept our Recruitment Privacy Statement.

You also consent to the use, transfer and disclosure of the information referred to throughout this Recruitment Privacy Statement.

Our Website

- Privacy
 - www.briggsmarine.com is owned and operated by Briggs Commercial Ltd
 - We strongly believe in the importance of keeping the personal information of visitors to the website private. We will not use your information for any use beyond that stated or the permissions you give us
- Cookies
 - Our website does use cookies. However, the cookies do not store personal information, or any information about the computers being used to access the website. The cookies contain only a generated code value that is used by our Web Server to ensure the security of your data and login
- IP Addresses and Server Logs
 - Our website does record IP addresses and produces server logs - as all Web Servers do. This information is used solely for monitoring the volume of traffic the site receives and measuring the number of visitors. We do not use the information for tracking the activities of specific visitors to the site
 - To delete your application and CV email recruitment@briggsmarine.co.uk

Enquiries

If you have any enquiries about this statement, please contact recruitment@briggsmarine.co.uk.

Recruitment Agency Disclaimer

Only direct applications from individuals will be accepted through this site. Any applications submitted by employment agencies on behalf of an individual through this site will be automatically rejected. Any agreed agencies with an account wishing to apply may only do so through their designated access route.