



## Investment Bank Privacy Notice to Canada Clients

Last modified February 2024

Barclays Capital Canada Inc. and Barclays Bank PLC, Canada Branch, (collectively, “**Barclays Canada,**” “**we**” or “**us**”) are committed to protecting the Personal Information (defined below) that you provide to us.

### Scope and information that this Notice covers

This Investment Bank Privacy Notice (“**Notice**”) explains how Barclays Canada collects, uses, or discloses Personal Information in the course of its Investment Banking activities, and applies as of the date that this Notice is posted. Investment Bank clients of a Barclays company or affiliate located outside of Canada can refer to the online client privacy notice applicable to them using this [link](#).

By “**Personal Information,**” we mean information that identifies or could be used to identify you personally.

### Summary

<b>Collection</b>	We collect Personal Information about you that you provide to us in your capacity as a Barclays client when you interact with us either online or offline.
<b>Uses</b>	We use your Personal Information with our service providers for our everyday business purposes, including to conduct client management, operate our business, comply with applicable laws, regulations, and other requirements, and provide you with relevant marketing communications.
<b>Marketing and Choices</b>	Where required by applicable law, we first obtain your consent before sending you marketing communications. You may opt-out of marketing communications from us at any time.
<b>Disclosures of Your Personal Information</b>	We may disclose your Personal Information to our service providers or other third parties for certain business purposes such as to fulfill your requests, meet our legitimate business and legal objectives, and provide you with relevant marketing communications.
<b>Cookies</b>	Our website uses cookies and other similar technologies. To learn more about our cookie practices, please read our <a href="#">Cookie Policy</a> .
<b>Your Personal Information Rights and Choices</b>	Depending on your jurisdiction of residence, you may be entitled to certain rights related to the collection and processing of your Personal Information. These rights vary by jurisdiction, but may include the right to: <ul style="list-style-type: none"><li>• Know the Personal Information we collect, use, or disclose, and for what purposes.</li><li>• Access, correct, or delete your Personal Information.</li></ul>

	<ul style="list-style-type: none"> <li>• Receive your Personal Information in a format that is readable and transferable.</li> <li>• Opt-out of the processing or disclosure of your Personal Information subject to certain exceptions.</li> <li>• Control the receipt of certain optional, non-service-related communications from Barclays Canada’s affiliates, via the unsubscribe link in such emails.</li> </ul> <p>To exercise any applicable right, please contact us through one of the methods listed below under "Contact Information".</p>
<b>Security</b>	We employ reasonable technical, administrative, and physical safeguards that are designed to prevent unauthorized access, maintain data accuracy, and designed to ensure correct use of Personal Information. To learn more about our security practices, please see our <a href="#">Security</a> page.
<b>Data Retention</b>	We retain your Personal Information for business and legal reasons in accordance with our data retention standards.
<b>Changes</b>	Please refer to the date listed at the top of this Notice to see when we last made changes to this Notice.
<b>Contact Information</b>	If you have questions not answered in this Notice, our Chief Privacy Officer may be contacted by e-mail at <a href="mailto:DPO@barclays.com">DPO@barclays.com</a> .

**1. Collection**

We collect your Personal Information to provide you with the services you request, improve our services to you, comply with legal obligations, and inform you about other services and products that may be available through us, our affiliated companies, and our marketing partners. We collect Personal Information about you when you interact with us either online or offline.

**The types of Personal Information we collect from you may include:**

1. Name;
2. Professional physical address;
3. Professional e-mail address;
4. Telephone or mobile number;
5. Government identifiers and identification documents, which may include Social Insurance Number, Passport Number, Driver’s License Number;
6. Signatures;
7. Internet or other electronic network activity information, such as IP address;
8. Other Personal Information you share with us.

**2. Uses and Disclosures**



**BARCLAYS**

We collect your Personal Information so that we can manage our relationship with you and operate our business. How we use the information we collect is referred to as our purposes of processing. When we use your Personal Information, it will be for either business purposes or marketing purposes, as described below.

When we disclose Personal Information to external entities to perform support services on our behalf, we establish by contract that they may access your Personal Information only for the purposes of performing those support services for us. Personal Information collected from you may be transferred or disclosed outside of the province or territory in which it was collected, including outside of Canada. Personal Information may be processed by our service providers located within and outside of Canada, including, for example, in the United States or the United Kingdom. We may combine your online information with information collected from offline or online sources, or information we already have. We may also use and disclose certain Personal Information to our affiliates or others for any purpose allowed by law.

### **2.1. Business Uses.**

We generally process and disclose your Personal Information with our service providers for the below-listed business purposes:

- **Conducting client management**, including authenticating authorized users; contacting and communicating with you; performing certain transactions initiated by you or your company
- **Operating our business**, including performing administrative tasks, providing you with our banking services, and monitoring and recording our communications with you, such as emails and phone calls, for training and quality purposes
- **Complying with applicable laws, regulations, and other requirements**, including obeying judicial orders, cooperating with law enforcement authorities, or preventing and detecting fraud and other suspected illegal activities.

### **2.2 Marketing Uses.**

We or our affiliates may use your contact details and Personal Information for our marketing purposes. Where required by applicable law, we will only provide you with marketing communications if you have provided consent. If you no longer wish to receive any marketing communications, remain on a mailing list to which you previously subscribed, or receive any other communication from Barclays, please follow any unsubscribe link provided in any relevant communications or contact us using the details below. Even after you opt-out or update your marketing preferences, however, we may still contact you for transactional or necessary informational purposes.

## **3. Cookies and Similar Tracking Technologies**

When you visit, browse, or use our websites, we may use cookies to automatically collect certain information from your device. We may use such information, where relevant, for internal analysis and troubleshooting, to recognise you and remember your preferences, to improve the quality of and to personalise our content and services to you. For more information about how we use cookies and other tracking tools, please read our [Cookie Policy](#).

## **4. Security**



**BARCLAYS**

The security and confidentiality of your Personal Information matters to us. That's why we have appropriate technical, administrative, and physical controls in place to protect your Personal Information from unauthorized access, use, and disclosure. Barclays has implemented information security policies, rules and technical measures to protect personal data and to comply with legal and regulatory requirements. By using a 'common sense' approach to security, and implementing collaborative security procedures, we can reduce information risk to our customers. Even so, despite our reasonable efforts, no security measure is ever perfect or impenetrable. For more information, please see our [Security](#) page.

## **5. Data Retention**

Depending on the service you require, we will retain your Personal Information for business or legal reasons while you engage with us, and for a period of time afterwards, for the purposes outlined in this Notice in accordance with our data retention policy standards and as required by applicable law.

## **6. Changes or other updates to this Notice**

We may amend this Notice from time to time to let you know about any changes to how we use your Personal Information. You can find the current version date listed at the top of this Notice.

## **7. Comments and Questions**

If you have any questions or concerns about this Privacy Notice, you can contact us at [DPO@barclays.com](mailto:DPO@barclays.com).