

# Legal Documents Elon Bright LTD

## Legal Statement for Elon Bright Ltd

Version V2/Q2/24

### Company Information

Elon Bright Ltd, registered under company number 09838517, is a duly incorporated entity in England and Wales. The registered office of the company is located at Islington Wharf, Great Ancoats Street, Manchester, M4 6DH, UK. Elon Bright Ltd was incorporated on 23 October 2015.

### Nature of Business

Elon Bright Ltd operates under the Standard Industrial Classification (SIC) codes:

- **70221** - Financial management
- **70229** - Management consultancy activities other than financial management

These classifications reflect the company's focus on providing consultancy services in various aspects of financial management and other management consultancy activities.

### Legal Compliance and Governance

Elon Bright Ltd is committed to high standards of corporate governance and complies with all applicable laws and regulations in its operations. The company conducts its business in a professional, ethical, and transparent manner, upholding the principles of integrity and accountability.

### Commitment to Stakeholders

Elon Bright Ltd is dedicated to delivering value to its clients, employees, and partners. We strive to maintain excellence in our consultancy services, ensuring that we meet the specific needs and objectives of our clients through tailored solutions and strategic advice.

### Further Information

For more details about our services, policies, or corporate governance practices, please contact:

- **Address:** Islington Wharf, Great Ancoats Street, Manchester, M4 6DH, UK
- **Email:** [info@elonbright.com](mailto:info@elonbright.com)

This legal statement serves to affirm the status and business activities of Elon Bright Ltd as of Q2 2024. We are committed to continual improvement and adherence to the best practices in our industry.

# Website Privacy Policy for Elon Bright Ltd

Version V2/Q2/24

## 1. Introduction

Welcome to Elon Bright Ltd. This Privacy Policy provides details on how we collect, use, and protect your personal information when you visit our website [www.elonbright.com](http://www.elonbright.com). Elon Bright Ltd, registered in England and Wales with the company number 09838517, is committed to ensuring that your privacy is protected according to applicable laws and regulations.

## 2. Information We Collect

**a. Personal Data:** This includes information that can identify you, such as your name, email address, telephone number, and any other information you choose to provide while using our website.

**b. Non-Personal Data:** We automatically collect certain data when you visit our website, such as your IP address, browser type, and browsing history. This information helps us to improve our website and services.

## 3. How We Use Your Data

We use your personal data to:

- Provide you with services and information offered through our website;
- Communicate with you, including responding to your inquiries and requests;
- Improve our website by analyzing how it is accessed and used;
- Comply with legal or regulatory obligations.

## 4. Disclosure of Your Information

We may share your personal information with:

- Service providers who perform services on our behalf;
- Legal authorities when required by law or to protect our rights or the rights of others;
- Third parties in connection with a corporate restructuring, sale, or assignment of assets.

## 5. Data Security

We implement appropriate technical and organizational measures to protect your personal data against unauthorized or unlawful processing, accidental loss, destruction, or damage.

## 6. Your Rights

Under the data protection laws, you have rights including:

- **Access:** You can request access to your personal data.
- **Correction:** You can request correction of inaccurate personal data.
- **Erasure:** You can request erasure of your personal data, under certain conditions.
- **Objection:** You can object to the processing of your personal data, under certain conditions.

## 7. Cookies Policy

Our website uses cookies to distinguish you from other users, which helps us to provide a better

experience when you browse our website and also allows us to improve our site. For more detailed information on the cookies we use, please visit our [Cookie Policy](#) page.

## **8. Changes to This Policy**

We may update this Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page.

## **9. Contact Us**

If you have any questions about this Privacy Policy, please contact us at:

- Address: Islington Wharf, Great Ancoats Street, Manchester, M4 6DH, UK
- Email: [privacy@elonbright.com](mailto:privacy@elonbright.com)

# Company Privacy Policy for Elon Bright Ltd

Version V2/Q2/24

## 1. Introduction

Elon Bright Ltd ("we", "us", or "our") respects the privacy of our employees, clients, and partners. This Privacy Policy outlines our practices regarding the collection, use, and disclosure of personal information we receive from individuals within our company operations and business activities. We are committed to safeguarding your personal information in accordance with applicable laws and regulations.

## 2. Information We Collect

**a. Employee Data:** This includes personal information related to employment such as name, contact details, payroll information, social security or national insurance number, and employment history. **b. Client and Partner Data:** Information collected includes contact details, financial information for billing and payment purposes, and other relevant data necessary for conducting business.

## 3. Use of Your Information

We use the personal information we collect to:

- Manage our employment relationships, including payroll, benefits, and compliance with our internal policies and legal obligations.
- Facilitate business operations, such as client and project management, billing, and compliance with contractual obligations.
- Improve our services and develop new offerings.
- Communicate with you about updates, news, and events related to our services and your interests.

## 4. Sharing and Disclosure

We may disclose your personal information:

- Within our company, to employees and departments where necessary for performing their job functions.
- To third-party service providers who perform services on our behalf, such as payroll processing, legal and accounting services, and technology support.
- To comply with legal obligations, such as responding to lawful requests by public authorities.
- In the context of a merger, sale, or restructuring of company assets.

## 5. Data Security

We implement robust security measures to protect your personal data against unauthorized access, alteration, disclosure, or destruction. Our security practices include, but are not limited to, encryption, firewalls, and secure file storage systems.

## 6. Data Retention

We retain personal information for as long as necessary to fulfill the purposes outlined in this policy, unless a longer retention period is required or permitted by law.

## **7. Your Rights**

You have the right to:

- Access the personal information we hold about you.
- Request the correction of incorrect or incomplete information.
- Request the deletion of your personal information, subject to certain exceptions.
- Object to or restrict the processing of your personal information.
- Request the transfer of your personal information to another organization.

## **8. Changes to This Policy**

This policy may be updated periodically to reflect changes in our practices or relevant laws. We will notify you of any significant changes and post the updated policy on our company's intranet or website.

## **9. Contact Information**

If you have questions or concerns about our use of your personal information, please contact our Data Protection Officer at:

- Address: Islington Wharf, Great Ancoats Street, Manchester, M4 6DH, UK
- Email: [dpo@elonbright.com](mailto:dpo@elonbright.com)

# ESG Statement for Elon Bright Ltd

Version V2/Q2/24

## Introduction

At Elon Bright Ltd, we are committed to integrating Environmental, Social, and Governance (ESG) principles into our core business practices. Our dedication to sustainability, ethical conduct, and social responsibility guides our operations and strategic decisions, ensuring we create value not only for our stakeholders but also for society at large.

## Environmental Commitment

**Sustainable Operations:** We strive to minimize our environmental impact through efficient use of resources, reduction of waste, and implementation of sustainable practices across our operations.

**Innovation in Sustainability:** We invest in innovative technologies that promote environmental sustainability in the real estate sector, including energy-efficient buildings and waste reduction technologies.

**Compliance:** We comply with all applicable environmental laws and regulations and continually seek to exceed these standards where possible.

## Social Responsibility

**Community Engagement:** Elon Bright Ltd is dedicated to making a positive impact in the communities where we operate. We engage in community service initiatives and support local development projects.

**Employee Wellbeing:** We are committed to ensuring a safe, inclusive, and fair work environment for all our employees. This includes offering competitive benefits, fostering workplace diversity, and supporting professional development.

**Human Rights:** We uphold the highest standards of human rights and labor practices, ensuring that all our business dealings are free from exploitation and discrimination.

## Governance

**Ethical Practices:** Our governance structure is built on a foundation of integrity and transparency. We maintain strict adherence to ethical practices in all our business dealings.

**Risk Management:** We implement rigorous risk management processes to identify, assess, and manage risks associated with our business activities.

**Stakeholder Engagement:** We maintain open lines of communication with our stakeholders to ensure their interests are considered in our decision-making processes.

## Ongoing Commitment

Elon Bright Ltd is dedicated to continuous improvement in our ESG practices. We regularly review our policies and procedures to adapt to new challenges and opportunities in sustainability, social responsibility, and governance.

## Reporting and Transparency

We commit to transparent reporting on our ESG performance, providing stakeholders with clear and accurate information about our progress and the challenges we face.

## Conclusion

At Elon Bright Ltd, we recognize that our responsibility extends beyond financial performance to

include social, environmental, and ethical dimensions. We are committed to leading by example in our industry, driving progress towards a more sustainable and equitable future.

## Modern Slavery Statement for Elon Bright Ltd

*Version V2/Q2/24*

### Introduction

Elon Bright Ltd is committed to ensuring that all its business operations and supply chains are free from modern slavery and human trafficking. This statement reflects our ongoing dedication to acting ethically and with integrity in all our business relationships.

### Our Policies

We have implemented robust policies to identify and prevent modern slavery:

- **Ethical Code of Conduct:** Establishes the standards by which we operate and the behavior expected from our employees and suppliers.
- **Supplier Code of Conduct:** Requires all suppliers to adhere to the same ethical standards, including the prohibition of forced labor and human trafficking.

### Due Diligence Processes

We have due diligence processes in place to assess and manage risks related to modern slavery:

- **Risk Assessments:** Regular assessments of our supply chains to identify areas of potential risk.
- **Audits and Inspections:** Scheduled and random audits of suppliers to ensure compliance with our standards.
- **Training and Awareness:** Regular training for our staff and partners to recognize and respond to indicators of modern slavery.

### Our Effectiveness

We measure the effectiveness of our efforts to ensure that slavery and human trafficking are not taking place in our business or supply chains through:

- **Compliance Metrics:** Tracking the number of audits conducted, non-compliance reports, and corrective actions implemented.
- **Feedback Mechanisms:** Encouraging and protecting whistleblowers and providing channels for anonymous feedback.

### Commitment

Elon Bright Ltd is committed to continually reviewing and improving our practices to combat slavery and human trafficking. We are dedicated to maintaining the highest standards of corporate governance and responsibility.

### Approval

This statement has been approved by the Board of Directors and will be reviewed annually to reflect our ongoing commitment.

## Global Web Accessibility Statement for [www.elonbright.com](http://www.elonbright.com)

Version V2/Q2/24

### Commitment to Accessibility

Elon Bright Ltd is committed to ensuring digital accessibility for people with disabilities. We are continually improving the user experience for everyone and applying the relevant accessibility standards to ensure we provide equal access to all users.

### Standards

Our goal is to conform to Web Content Accessibility Guidelines (WCAG) 2.1, Level AA criteria. These guidelines explain how to make web content more accessible for people with disabilities, and user friendly for everyone.

### Measures

- **Accessibility Audit:** Regular audits of our website to identify and fix any accessibility barriers.
- **Staff Training:** Training our staff to understand and implement accessibility tools and practices.
- **Feedback:** Encouraging feedback from users regarding our accessibility features to continuously improve the website.

### Accessibility Features

We have implemented several features to improve accessibility for our users, including:

- **Text Alternatives:** Providing text alternatives for non-text content.
- **Navigability:** Ensuring our website can be navigated and operated through a variety of user interfaces.
- **Adaptability:** Supporting different assistive technologies, including screen readers and keyboard-only operation.

### Assistance

If you encounter any accessibility barriers while using our website, please contact us:

- Email: [accessibility@elonbright.com](mailto:accessibility@elonbright.com)
- Address: Islington Wharf, Great Ancoats Street, Manchester, M4 6DH, UK

We aim to respond to accessibility feedback within 5 business days.

### Ongoing Effort

Elon Bright Ltd views accessibility as an ongoing effort and is committed to continual improvement.