

Terms of Use

Introduction

To make these terms and conditions of use easier to read, we use a few definitions. These terms and conditions shall be referred to as these "Terms of Use", and this website shall be referred to as this "Site". The terms "we", "us" and "our" are used to refer to British-American Tobacco (Holdings) Limited. The terms "British American Tobacco", "the Group" and the "British American Tobacco Group" are used to refer to British American Tobacco p.l.c. and the group of companies constituting its direct and indirect subsidiaries worldwide.

This Site is operated by British-American Tobacco (Holdings) Limited as an e-recruitment portal and is provided on behalf of the British American Tobacco Group. It is intended to be used by the British American Tobacco Group companies for the purposes of posting and sharing job vacancies, sharing candidate details and general recruitment purposes.

Please read these Terms of Use carefully. By accessing this Site you agree to be bound by them. If you do not agree to be bound by these Terms of Use you should not access or view this Site.

These Terms of Use contain six sections, including this introduction. Other sections below provide details of our privacy policy, our cookie policy, information about the external links that appear on this Site, general provisions and company information. These Terms of Use are accessible from every page of this Site.

Any enquiries or complaints which you have in relation to this Site should be addressed to the Human Resources Department of British-American Tobacco (Holdings) Limited, Globe House, 4 Temple Place, London WC2R 2PG.

Privacy Policy

We are committed to protecting the privacy rights and freedoms of our candidates and users of this Site. We want to provide a safe and secure user experience. We will ensure that the information you submit to us via this Site is only used for the purposes set out in our Privacy Notice which can be accessed by clicking [here](#).

Please read this document carefully as it sets out our 'Privacy Policy' which informs you what we do with your personal data and applies to all individuals who are registering as a user on this Site.

Cookie Policy

'Cookies' are small data files that are sent to your browser from a web server and stored on your device's hard drive. To access our Cookie Policy please click [here](#).

References in these Terms of Use to 'cookies' also include other means of automatically accessing or storing information on your device.

Links to external websites

This Site includes links to external websites which are subject to their own terms and conditions and privacy policies. We are not responsible for the content of these external websites and we

recommend that you familiarise yourself with the terms and conditions of such sites before you submit any information about yourself. These links are provided solely for convenience to you. No endorsement of any party, products or services is expressed or implied and accordingly neither British-American Tobacco (Holdings) Limited nor any member of the British American Tobacco Group accepts any liability for the accuracy of, or otherwise in relation to, any content or the security of any activity carried out on such other websites. You acknowledge and agree that the British American Tobacco Group are not responsible or liable, directly or indirectly, for any damage, loss or cost caused or alleged to be caused by or in connection with use of or reliance on any such content, goods or services available on such linked websites. Your use of such websites is at your sole risk.

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General provisions

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4. You shall not use this Site for any illegal purposes and in particular agree that you shall not send, use, copy, post or allow any posting which is defamatory or obscene or which is abusive, indecent or in breach of the privacy of any person. You agree not to send any unsolicited promotional or advertising material, spam or similar materials or any volume messages which may interfere with the operation of this Site or with the enjoyment of this Site by other visitors.
5. British-American Tobacco (Holdings) Limited reserves the right at any time and without notice to enhance, modify, alter, suspend or permanently discontinue all or any part of this Site and to restrict or prohibit access to it.
6. You hereby agree to indemnify British-American Tobacco (Holdings) Limited against any costs, claims, losses and damages (including legal fees) incurred by or awarded against British-American Tobacco (Holdings) Limited as a result of your misuse of this Site or your breach of these Terms of Use.

7. If you are in breach of these Terms of Use British-American Tobacco (Holdings) Limited may suspend or block your access to this Site and refuse to provide you with any further access to it.
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9. If any part of these Terms of Use is found to be unenforceable as a matter of law, all other parts of these Terms of Use shall not be affected.
10. These Terms of Use govern our relationship with you and represent our entire agreement with you.
11. The Terms of Use and the content of this Site are governed by English law whose courts shall have exclusive jurisdiction.

Company information

British-American Tobacco (Holdings) Limited is incorporated in England and Wales (No. 00262254)
Globe House, 4 Temple Place, London WC2R 2PG, United Kingdom
VAT number: 239 1369 50
Phone: +44 (0)20 7845 1000

Please send legal notices to British-American Tobacco (Holdings) Limited, Globe House, 4 Temple Place, London WC2R 2PG. Please send all other correspondence in relation to this Site (including any enquiries or complaints) to the Human Resources Department of British-American Tobacco (Holdings) Limited, Globe House, 4 Temple Place, London WC2R 2PG.

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