



Client Notice: Electronic Transmission of Data

In providing our services, and in the collection and protection of your data collected in the provision of our services (“Data”), we comply with the Data Protection Acts 1988 – 2003.

The appropriate treatment of Data is integral to the success of our business and to Aon maintaining the trust of its customers and business partners. There are risks associated with the electronic transmission of Data, i.e. the transmission of Data by e-mail. A **fully** secure transmission is a transmission where only the recipient authorised by the sender is capable of receiving the transmitted Data in circumstances where **all** possible opportunities for its interception and/or possible misuse have been avoided. Aon’s internal e-mail system is hosted securely within Microsoft data centres in Ireland and in the Netherlands on the Microsoft Office 365 platform. This platform uses proprietary security software. As far as we are aware no breach of security involving the electronic transmission of client information has ever occurred at Aon Ireland.

Under current technological arrangements at Aon, the fully secure transmission of Data described above can only be guaranteed where Data is encrypted. Encryption is a process which provides enhanced security to the electronic transmission of Data aimed at preventing anyone without the proper authorisations and codes from accessing the Data. Without encryption Data may be subject to abuse or third party interference, notwithstanding the protection and security routinely administered by Aon Ireland. Encryption does require extra logistical steps which, should you require your Data to be encrypted, we will be happy to work through with you. Encryption will necessarily result in some extra administration and time in the delivery of the services on an ongoing basis. We would be happy to discuss these arrangements with you should you require more information.

After subscribing to our encryption facility and the necessary measures having been put in place by Aon, all Data contained in emails which you receive from Aon will be encrypted. On receipt of encrypted email each user will need to complete an on-line registration process to validate its email address. At this point each user will receive/generate a password and follow a link to data contained in that email. All subsequent emails must then be accessed by using the password and following the appropriate link.

If you decide that you/your organisation would like to avail of our encryption facility, please notify your Aon contact and/or email complianceIRL@aon.ie so that we may commence the next stage of the process. Alternatively if you/your organisation has TLS (Transport Layer Security) capability we will work with you to see if appropriate arrangements can be implemented. If we do not hear from you, your Data will not be encrypted. However, we can revisit your email delivery settings with you at any time should you wish to do so.

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