

This privacy policy sets out how “We” Enable Promotional Marketing use and protect any information that you provide to us through this website. We are committed to protecting your privacy and to respecting the personal data that you supply.

We may ask you to provide certain information that will identify you when using this website. Where this is the case, we use this information only in accordance with this privacy statement.

We may change this policy from time to time by updating this page. When we change this policy – if you have provided us with your email address – we will notify you of the changes made. This policy is effective 1 January 2015.

We do not capture personal information without your knowledge or permission. If you choose to provide us with your personal details at any time, this information will be held by us on a secure server in the UK. We agree to keep and process all your personal data in accordance with the Data Protection Act 1998, the Privacy and Electronic Communications (EC Directive) Regulations 2003 and other applicable privacy laws.

#### **Information that we collect**

We may collect the following information. Your:

1. Name and job title;
2. Contact information and email address;
3. Demographic information such as postcode, preferences and interests; and
4. Other information relevant to customer surveys.

#### **What we do with the information we gather**

We gather this information to better understand your needs so we can improve the service we provide. We may periodically send promotional emails to the address that you provided to us about new products and services, special offers and other information that we think will be of interest to you.

From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail. We may use the information to customise the website according to your interests.

We may share your personal information with affiliated companies, as well as with our trusted partners to provide you with the best service. We will not disclose, sell or rent your personal information to any other third party unless you have consented to this. If you do consent but later change your mind, you may contact us and we will cease any such activity.

#### **Cookies Policy**

By using this website you are confirming that you’ re happy to accept our use of cookies. Here you can find more information about how we use them.

### **What are cookies?**

Cookies are small, harmless files placed on your computer's hard drive or in your browser memory when you visit a website. They are stored on your computer and are sent back to the website or to another website that recognises the cookie. A cookie typically contains the name of the website from which the cookie has come; the lifetime of the cookie; and a value, usually a randomly generated unique number. Our cookies do not contain any personally-identifiable information and cannot collect information from your hard drive.

### **What do cookies do?**

Cookies help to make the interaction between users and websites faster and easier. Some of the cookies we use help us to understand how our customers use our website, for example the pages they visit and the links they click on. What our cookies don't do is store any personal or confidential information about you.

### **Are cookies safe?**

Yes, cookies are harmless text files. They can't look into your computer or read any personal information or other material on your hard drive. Cookies can't carry viruses or install anything harmful on your computer. This website uses session cookies and persistent cookies.

### **Session cookies**

We use session cookies, which last only for the duration of your visit and are deleted when you close your browser. No personally-identifiable data is collected. These simply enable us to identify that the same person is moving from page to page.

### **Persistent cookies**

We also use certain cookies that are persistent, meaning that they last beyond your session. Persistent cookies don't use any personally identifiable information, but they do help our website remember you as a user each time you use the same computer to revisit us. Persistent cookies last for a pre-defined period unless they are deleted. We also use Google Analytics to allow us to track how popular our site is and to record visitor trends over time. You can find out more about these cookies in the table below.

Cookie Category	Cookie Owner	Purpose
Website visit information	Google Analytics	Google Analytics uses cookies to help us to track which pages are accessed. This allows us to understand the popularity of our site and to record visitor trends over time. The cookies contain no personally identifiable information, but some cookies do use your IP address to help us to determine the location where you're accessing the site and to track that pages that you visit.
Social Media Sharing	Facebook, Twitter and LinkedIn	We use these cookies to enable our website visitors to share links to webpages, articles, products and functionality like Facebook, Twitter and LinkedIn.
Video content	You Tube	We use these cookies to bring you our video content via You Tube. These cookies contain no personally identifiable information.

### Third party cookies

From time to time we may also embed external content from other third party websites within our website. These include sites such as Facebook, Twitter and LinkedIn, whose cookie usage policy you can view on their own websites.

### Blocking our cookies

We do not use cookies to collect personally identifiable information about you but if you wish to restrict or block the cookies on our site, or indeed any other website, you can do this through your browser settings. You have a number of options when it comes to receiving cookies. You can set your browser either to reject all cookies, to allow only 'trusted' sites to send them, or to accept only those cookies from websites you are currently using.

You may wish to visit [www.aboutcookies.org](http://www.aboutcookies.org) which contains information on how to do this on a wide variety of browsers. You will also find details on how to delete cookies from your machine as well as more general information about cookies.

Please be aware that restricting cookies may impact or reduce the functionality of some websites. For information on how to do this on the browser of your mobile phone, please refer to your handset manual.