

In accordance with European Union Directive 95/46/EC on Data Protection. **General**

### **Browsing**

People who access our web site remain anonymous. We do not ask people to identify themselves or provide personal details. We do not use IP addresses, or monitor other internet resources such as bulletin boards, to gather personal information.

Our web service provider ( [Connect](#) ) collects domain information. This information is used to by them to generate statistics on web usage. We use this data to monitor which pages are found to be most useful to our readers.

### **Cookies**

No information is stored in or collected from cookies. **Forms**

There are currently no forms on this website. **E-mail**

The following accounts are accessible as mailto's from this site: marketing, support, webmaster and quality. When you send e-mail to these accounts, we understand that you have given your informed consent to the processing described below.

Information sent to marketing is seen by members of the Sales and Marketing team. The messages are kept in a database. Personal information is used only to respond to questions raised. The e-mail or postal addresses may be used for marketing purposes.

Information sent to support is logged automatically in our customer support database. The mail header and the content of the message, including any address or other signature material, are recorded. Personal information is used only to respond to questions raised. The data are also subject to monitoring and statistical analysis to ensure we respond effectively and quickly. The database is pruned periodically to delete old messages.

Information sent to webmaster is seen by the Company Webmaster. After any appropriate actions or responses have been made, the message is deleted. The information is not logged in a database and will not be used for any other purpose.

Information sent to quality is seen by the Company Quality Manager, and possibly by other Directors or Internal Auditors, if appropriate. After any appropriate actions or responses have been made, the message is deleted. The information is not logged in a database and will not be used for any other purpose.

### **Third Parties**

No personal information is transferred to, sold to, or shared with any third party. **Your Rights**  
If you want to be removed from our mailing lists, or want your details updated, [write to us](#) .

