

# **PRIVACY & COOKIES**

This statement relates to our privacy practices in connection with this website. We are not responsible for the content or privacy practices of other websites. Any external links to other websites are clearly identifiable as such. Some technical terms used in this statement are explained at the end of this document.

## **General statement**

We fully respects your right to privacy, and will not collect any personal information about you on this website without your clear permission. Any personal information which you volunteer to us will be treated with the highest standards of security and confidentiality, strictly in accordance with the Data Protection Act 1998.

## **Collection and use of personal information**

We do not collect any personal data about you on this website, apart from information which you volunteer (for example by using our online feedback form). Any information which you provide in this way is not made available to any third parties, and is used by us alone, in line with the purpose for which you provided it.

## **Collection and use of technical information**

This website does not use cookies, apart from temporary "session" cookies which enable a visitor's web browser to remember which pages on this website have already been visited. Visitors can use this website with no loss of functionality if cookies are disabled from the web browser.

Technical details in connection with visits to this website are logged by our internet service provider for our statistical purposes. No information is collected that could be used by us to identify website visitors. The technical details logged are confined to the following items:

- the IP address of the visitor's web server
- the top-level domain name used (for example .ie, .com, .org, .net)
- the previous website address from which the visitor reached us, including any search terms used
- clickstream data which shows the traffic of visitors around this web site (for example pages accessed and documents downloaded)
- the type of web browser used by the website visitor.

We will make no attempt to identify individual visitors, or to associate the technical details listed above with any individual. It is our policy never to disclose such technical information in respect of individual website visitors to any third party (apart from our internet service provider, which records such data on our behalf and which is bound by confidentiality provisions in this regard), unless obliged to disclose such information by a rule of law. The technical information will be used only by us, and only for statistical and other administrative purposes. You should note that technical details, which we cannot associate with any identifiable individual, do not constitute "personal data" for the purposes of the Data Protection Act 1998.

## **Privacy Policies of Third Party Sites**

This Privacy policy only addresses the use and disclosure of information we collect from you on our site. Other sites that may be accessible through this site have their own privacy policies and data collection, use and disclosure practices. If you link to any such site, we urge you review the site's privacy policy. We are not responsible for the policies or practices of third parties.

## **Social Plugins**

If our website uses social plugins ("plugins") provided by the social network facebook.com, operated by Facebook Inc., 1601 S. California Avenue, Palo Alto, CA 94304, USA ("Facebook"). The plugins are identifiable by a Facebook logo (white letter f on blue background or a thumb up icon) or the notice "Facebook Social Plugin". For a full list of all social Plugins please see <http://developers.facebook.com/plugins>.

When you visit a page of our website that contains a social plugin, your browser establishes a direct connection to Facebook servers. Facebook directly transfers the plugin content to your browser which embeds the latter into the website, enabling Facebook to receive information about your having accessed the respective page of our website. Thus we have no influence on the data gathered by the plugin and inform you according to our state of knowledge.

The embedded plugins provide Facebook with the information that you have accessed the corresponding page of our website. If you are logged into Facebook, your visit can be assigned to your Facebook account. If you interact with the plugins, for example by clicking "Like", or entering a comment, the corresponding information is transmitted from your browser directly to Facebook and stored by it. Even if you are not logged into Facebook, there is possibility that the plugins transmits your IP-address to Facebook.

## **Glossary of technical terms used**

web browser - The piece of software you use to read web pages. Examples are Microsoft Internet Explorer, Mozilla FireFox, Google Chrome, Opera, Apple Safari, etc..

IP address - The identifying details for your computer (or your internet company's computer), expressed in "internet protocol" code (for example 192.168.72.34). Every computer connected to the web has a unique IP address, although the address may not be the same every time a connection is made.

cookies - Small pieces of information, stored in simple text files, placed on your computer by a web site. Cookies can be read by the web site on your subsequent visits. The information stored in a cookie may relate to your browsing habits on the web page, or a unique identification number so that the web site can "remember" you on your return visit. Generally speaking, cookies do not contain personal information from which you can be identified, unless you have furnished such information to the web site.