



Privacy Policy

Amended 7th March 2017

Summary

This statement covers the services provided by Wintercorn Consulting Limited (Wintercorn) at www.wintercorn.com and other group websites.

The Data Controller for this website is Wintercorn Consulting Limited.

The purpose of this statement is to inform users of this website about what information is collected about them when they visit this site, how this information is used, if it is disclosed and the ways in which we protect users' privacy.

By using this website, you signify your agreement to be bound by this Privacy Policy. If you do not agree with any part of this policy, you should not proceed any further in using the website.

1. Confidentiality and security

Any information you provide will be held securely and in accordance with the Data Protection Act 1998. Your personal details will not normally be disclosed to third parties. In some circumstances however we may need to disclose your personal details to a third party so that they can provide a service you have requested, or fulfil a request for information.

Any information about you that we pass to a third party will be held securely by that party, in accordance with the Data Protection Act 1998, and used only to provide the services or information you have requested.

We take reasonable precautions to keep your personal information secure. We have put in place appropriate physical, electronic, and managerial procedures to safeguard the information we collect. We cannot guarantee the security of any information you disclose online and you do so at your own risk.

Wintercorn Consulting Limited is registered under the Data Protection Act with number [Z1431385](#).

You have a right to access the personal information we hold about you at any time. If you wish to do this, please put your request in to :

The Data Protection Manager,
Wintercorn Consulting Limited,
The Union Building,
51-59 Rose Lane,
Norwich, Norfolk,
NR1 1BY

There is a charge of £10 for each Subject Access Request. This figure is allowed by the Data Protection Act and is charged to cover costs in connection with your request.

2. Information we collect from visitors

E-mail alerts and newsletters

If you sign up to receive news we will use the information you give us to provide the service(s) you have requested. We may occasionally contact e-mail alert subscribers to help us evaluate and improve the service that we offer.

If you sign up for an e-mail service, we will hold the information you have provided for as long as you require access to the service requested. If you inform us that you wish to cancel a subscription we will remove you from our mailing list and your details will be deleted from our records.

3. Site usage information

Cookies

Our websites use cookies for collecting non personal user information from the site, we do not collect any information about you except that required for system administration of each website.

Cookies are pieces of data created when you visit a site, and contain a unique, anonymous number. They are stored in the cookie directory of your hard drive, and do not expire at the end of your session. Cookies do not contain any personal information about you and cannot be used to identify an individual user. If you choose not to accept the cookie, this will not affect your access to the majority of facilities available on our website.

Although your browser may be set up to allow the creation of cookies, you can specify that you be prompted before a site puts a cookie on your hard disk, so that you can decide whether to allow or disallow the cookie. Alternatively, you can set your computer

not to accept any cookie.

We use analytics programs to gather non-personal data regarding the visitors to our site on our behalf using cookies and code embedded in the site. Both the cookies and the embedded code provide non-personal statistical information about visits to pages on the site, the duration of individual page view, paths taken by visitors through the site, data on visitors' screen settings and other general information.

The Wintercorn systems administration team uses this type of information, as with that obtained from any other cookies used on the site, to help it improve the service to its users.

4. Log files

Log files allow us to record visitors' use of the site. We put together log file information from all our visitors, which we use to make improvements to the layout of the site and to the information in it, based on the way that visitors move around it. Log files do not contain any personal information about you.

If you receive the HTML-formatted version of a newsletter, your opening of the newsletter email may be notified to us and saved. Your clicks on links in the newsletter may also be saved. These and the open statistics are used in aggregate form to give us an indication of the popularity of the content and to help us make decisions about future content and formatting.

5. Linking to another site from the Wintercorn website

Our website contains links to other Wintercorn sites, but also to those of third parties. Wintercorn is not responsible for the privacy practices within any of these other sites. You should be aware of this when you leave the Wintercorn website and we encourage you to read the privacy statements on other websites you visit.

6. Changes to this privacy policy

If our privacy policy change, this document will update automatically. The last update is shown at the top.

Regularly reviewing this policy ensures that you are always aware of what information we collect, how we use it and under what circumstances, if any, we will share it with other parties.

7. Compliance With Law Enforcement

Wintercorn will cooperate with government and law enforcement officials or private parties to enforce and comply with the law.

We will only disclose information about our users and their data to government or law enforcement officials, or private parties when compelled to by a court order or other lawful order valid in the U.K.

We will only comply if our legal advice stipulates we have no legal alternative but to comply with the demand for information.

As of the date of this document (**8th March 2017**) no such request has been received.