



## **NCCBC Website Privacy Policy**

This Privacy Policy describes how your personal information is collected, used, and shared when you visit [www.nccbc.org.uk](http://www.nccbc.org.uk) (the "Site").

### **PERSONAL INFORMATION WE COLLECT**

When you visit the Site, we automatically collect certain information about your device, including information about your web browser, IP address, time zone, and some of the cookies that are installed on your device. Additionally, as you browse the Site, we collect information about the individual web pages that you view, what websites or search terms referred you to the Site, and information about how you interact with the Site. We refer to this automatically-collected information as "Device Information."

We collect Device Information using the following technologies:

- "Cookies" are data files that are placed on your device or computer and often include an anonymous unique identifier. For more information about cookies, and how to disable cookies, visit <http://www.allaboutcookies.org>.
- "Log files" track actions occurring on the Site, and collect data including your IP address, browser type, Internet service provider, referring/exit pages, and date/time stamps.
- "Web beacons," "tags," and "pixels" are electronic files used to record information about how you browse the Site.

### **WEBSITE ANALYTICS**

We may also partner with selected third-party vendors, such as Google Analytics and others, to allow tracking technologies and remarketing services on the Site through the use of first party cookies and third-party cookies, to, among other things, analyse and track users' use of the Site, determine the popularity of certain content and better understand online activity. By accessing the Site, you consent to the collection and use of your information by these third-party vendors. You are encouraged to review their privacy policy and contact them directly for responses to your questions. We do not transfer personal information to these third-party vendors. However, if you do not want any information to be collected and used by tracking technologies, you can visit the third-party vendor or the Network Advertising Initiative Opt-Out Tool or Digital Advertising Alliance Opt-Out Tool.

You should be aware that getting a new computer, installing a new browser, upgrading an existing browser, or erasing or otherwise altering your browser's cookies files may also clear certain opt-out cookies, plug-ins, or settings.

Additionally, when you fill in a contact form or email us, we collect certain information from you, including your name, email address, and phone number, if provided. We refer to this information as "Personal Information."

When we talk about "Personal Information" in this Privacy Policy, we are talking both about Device Information and contact details.

You have the right to remove yourself from the newsletter subscription list at any time. If at any time you wish to unsubscribe, please email [admin@nccbc.org.uk](mailto:admin@nccbc.org.uk) to request to be removed from the subscription list.

## **HOW DO WE USE YOUR PERSONAL INFORMATION?**

We use the information that we collect generally to assist our visitors and members and answer any enquiries. Additionally, we use this Information to:

- Communicate with you; occasional newsletters, reminders etc
- When in line with the preferences you have shared with us, provide you with information relating to our work.

We use the Device Information that we collect to help us screen for potential risk and fraud (in particular, your IP address), and more generally to improve and optimize our Site (for example, by generating analytics about how our visitors browse and interact with the Site, and to assess the success of our campaigns).

## **SHARING YOUR PERSONAL INFORMATION**

We use Google Analytics to help us understand how our customers use the Site--you can read more about how Google uses your Personal Information here:

<https://www.google.com/intl/en/policies/privacy/>. You can also opt-out of Google Analytics here: <https://tools.google.com/dlpage/gaoptout>.

Finally, we may also share your Personal Information to comply with applicable laws and regulations, to respond to a subpoena, search warrant or other lawful request for information we receive, or to otherwise protect our rights.

## **DO NOT TRACK**

Please note that we do not alter our Site's data collection and use practices when we see a Do Not Track signal from your browser.

## **YOUR RIGHTS**

You have the right to access personal information we hold about you and to ask that your personal information be corrected, updated, or deleted. If you would like to exercise this right, please contact us through the contact information below.

## **DATA RETENTION**

When you contact us through the Site, we will maintain your personal information for our records unless and until you ask us to delete this information.

## **SECURITY OF YOUR INFORMATION**

We use administrative, technical, and physical security measures to help protect your personal information. While we have taken reasonable steps to secure the personal information you provide to us, please be aware that despite our efforts, no security measures are perfect or impenetrable, and no method of data transmission can be guaranteed against any interception or other type of misuse. Any information disclosed online is vulnerable to interception and misuse by unauthorized parties. Therefore, we cannot guarantee complete security if you provide personal information.

## **CHANGES**

We may update this privacy policy from time to time in order to reflect, for example, changes to our practices or for other operational, legal or regulatory reasons.

## **OPTIONS REGARDING YOUR INFORMATION**

You may at any time review or change the information in your account or terminate your account by contacting us using the contact information provided.

Upon your request to terminate your membership account, we will deactivate or delete your account and information from our active databases. However, some information may be retained in our files to prevent fraud, troubleshoot problems, assist with any investigations, enforce our Terms of Use and/or comply with legal requirements.

## **EMAILS AND COMMUNICATIONS**

If you no longer wish to receive correspondence, emails, or other communications from us, you may opt-out by contacting us using the contact information provided below.

## CONTACT US

For more information about our privacy practices, if you have questions, or if you would like to make a complaint, please contact us by e-mail at [admin@nccbc.org.uk](mailto:admin@nccbc.org.uk).

NCCBC

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