

SIPCAM UK LTD

Privacy Notice

This privacy policy outlines the procedures Sipcam UK Limited has in place regarding the collection and use of any personal information (i.e. information from which you can be identified) that you give us, or we collect when you use our website.

We respect your privacy and take care in the storage and use of your personal information. If you have any questions or queries regarding this policy, please contact by <u>clicking here</u>.

We may change this policy from time to time by updating this page. You should check this page every so often to ensure you are happy with any changes. This policy is effective from 1 May 2018.

We consider as private any of your personal information supplied by you or given to us while you use our website and will hold it and process it in accordance with this Privacy Policy and all applicable Data Protection legislation currently in force.

Information we may collect, may include, by way of example:

- Your name and contact information, including email address and company details.
- Information regarding your professional areas of interests.

What do we do with the information we collect?

We will hold and use your information on our computer systems.

We may pass any of this personal information to third party service providers for the explicit purposes set out below.

We will use this information for the following reasons:

- to reply to your feedback.
- to process transactions.
- internal record keeping and maintenance.
- to improve our products and services.
- to tailor how we can help you.
- for analysis of website use.
- for analysis of our marketing activities.
- to follow up as part of any customer care activity or procedure.



Marketing

We may use your personal information to contact you with communications. This will only be in line with your requests and a consent you have provided.

In relation to electronic mail (email and SMS as opposed to post or fax), if you are a customer or have previously asked us for information on our products or services, we may send you technical updates and information on our products and services, unless you have asked us not to do so. We may also email you information if you have asked for technical information unless you ask us not to in the future. In relation to any information from us, you may change your mind at any time by clicking here.

Who do we share this information with?

We respect your privacy and will never sell or lease your personal information. Information provided to us may be accessed by our staff, or contractors on our behalf only in the course facilitating the activities listed in "What do we do with the information we collect?"

All companies are required to use your personal information in accordance with applicable Data Protection legislation. How to get copies of or amend the information we have collected?

You may request a copy of any information that we hold about you under the Data Protection Act 1998, please write to:

Sipcam UK Ltd, 4C The Lanterns, Melbourn Street, Royston. SG8 7BX Security

We are committed to ensuring that your information is secure. To prevent unauthorised access or disclosure we maintain suitable procedures to safeguard and secure information.

Linking

We may link to other websites which are not within our control. Once you have left our website, we cannot be responsible for the protection and privacy of any information which you provide. You should exercise caution and look at the privacy and cookie statements applicable to the website in question.

Cookies

A cookie is a tiny file that is stored on your computer or browser that when you visit certain web pages. Cookies to enable you to browse websites and use their features. They help to make finding what you need as quick and easy as possible. We will set a session ID cookie to enable the website to work properly during your visit, but this does not contain any personal data, does not track you across other websites and will be destroyed at the end of the session.