

## **Business Privacy Policy**

This privacy policy sets out how Isodaq Technology uses and protects any information that is given when using our website.

Isodaq Technology is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

Isodaq Technology may change this policy from time to time by updating this page. Please check this page from time to time to ensure that you are happy with any changes. This policy is effective from 1<sup>st</sup> May 2015.

### **What we collect**

We may collect the following information:

- name and job title
- contact information including email address
- demographic information such as postcode, business preferences and interests
- other information relevant to customer surveys and/or offers

### **What we do with the information we gather**

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided, and only if you have requested to receive such messages.
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, or mail. We may use the information to customise the website according to your interests.

### **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the business information we collect online.

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. We may use your personal information to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen.

You may request details of personal information which we hold about you under the current UK Data Protection Act. A small fee will be payable. If you would like a copy of the information we hold you please write to:

Isodaq Technology, Old Grammar School, Church Street, Bromyard, Herefordshire. HR7 4DP.

If you believe that any information we are holding about you is incorrect or incomplete, please write or email to us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.

### **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Signed:

A handwritten signature in black ink, appearing to read "R. J. Hunt".

Position: Managing Director

Date: May 2015