

# **Cookie Policy**

### What are Cookies?

Your Privacy online is important to us. As is usual with the majority of websites, this site uses Cookies, which are small text files that are automatically downloaded to your computer in order to improve your browsing experience. In this Policy, we describe what information they collect, how we use it and why we sometimes need to store these Cookies. We will also share with you how to prevent Cookies of different kinds being stored, but please note that doing this may interfere with this website and its operation.

• For more information on Cookies, go to: www.AboutCookies.org

#### How we use Cookies

Cookies do not contain any information that personally identifies you, but personal information that we store about you may be linked, by us, to the information stored in and obtained from cookies.

We may use the information we obtain from your use of our cookies for the following purposes:

- (1) to recognise your computer when you visit our website;
- (2) to track you as you navigate our website, and to enable the use of the member, community and transaction features on our website;
- (3) to improve the website's usability;
- (4) to prevent fraud and improve the security of the website;
- (5) to personalise our website for you, including targeting content which may be of particular interest to you.

# The Cookies we set

There are different types of Cookie. We use the definitions of the International Chamber of Commerce.

(See: <a href="https://www.cookielaw.org/media/1096/icc-uk-cookiesguide-revnov.pdf">https://www.cookielaw.org/media/1096/icc-uk-cookiesguide-revnov.pdf</a>)

#### 1. Strictly Necessary Cookies

These Cookies are essential for you to be able to move around our website and use its features. They do <u>not</u> collect information that can be used to contact you outside this site, and they do not remain on your device after you have finished looking at this site (known as "session Cookies").

#### 2. Performance Cookies

These Cookies collect information about how visitors use our website, such as which pages are viewed, how often, and whether it is working well. This data is used only when aggregated and does not identify you as a single visitor. These Cookies may be sent to a third party, such as Google analytics so that we can see how many people (but not who they are) have used our site. These are also session Cookies.



## 3. Functionality Cookies

These Cookies allow our website to remember any preferences you have such as text size. They may also allow you to watch videos, blogs or access our social media pages, or to leave comments or messages for us. These Cookies may remain in place for a time after you have left our website ("Persistent" Cookies).

#### **Deleting cookies**

You can also delete cookies already stored on your computer:

- (1) in Internet Explorer, you must manually delete cookie files (you can find instructions for doing so at <a href="http://support.microsoft.com/kb/278835">http://support.microsoft.com/kb/278835</a>);
- (2) in Firefox, you can delete cookies by, first ensuring that cookies are to be deleted when you "clear private data" (this setting can be changed by clicking "Tools", "Options" and "Settings" in the "Private Data" box) and then clicking "Clear private data" in the "Tools" menu.

Doing this may have a negative impact on the usability of many websites.

# **Disabling Cookies**

You can prevent the setting of Cookies by going to your web browser settings (go to the Help page in the browser menu). Depending on your browser type, you may be able to choose which types of Cookies you disable.

- (1) in Internet Explorer you can refuse all cookies by clicking "Tools", "Internet Options", "Privacy", and selecting "Block all cookies" using the sliding selector;
- (2) in Firefox you can block all cookies by clicking "Tools", "Options", and un-checking "Accept cookies from sites" in the "Privacy" box.

Blocking all cookies will, however, have a negative impact upon the usability of many websites. If you block cookies, you will not be able to access member content and advice, book events, purchase products, manage your membership or participate in community features on this website.