Privacy Policy
This privacy policy has been produced to better serve those who are concerned with how their
‘Personally Information’ is being used online. Personal information and information security, is
information that can be used on its own or with other information to identify, contact, or locate a
single person, or to identify an individual in context. Please read our privacy policy carefully to get a
clear understanding of how we collect, use, protect or otherwise handle your Personally Identifiable
Information in accordance with our website.

By using our website you’re agreeing to the information stated within this privacy policy.

If you have any queries over our privacy policy, please email us at cnash@global-cxm.com or telephone us
on 01227 649 087

**What personal information do we collect from the people that visit our website?**
When completing a “Contact us” form on our site, as appropriate, you may be asked to enter your
name, email address, phone number to help you with your experience. We collect this information,
so we can contact you back about your query.

**When do we collect information?**
We collect information from you when you fill out a form or enter information on our site. Or provide
us with feedback on our products or services.

**How do we use your information?**
We may use the information we collect from you when you complete a “Contact us” form, surf the
website, or use certain other site features in the following ways, to follow up with them after
correspondence (email or phone inquiries)

**How do we protect your information?**
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 information we collect online. However, please note that no data
transmission over the Internet is completely secure. Therefore, we cannot guarantee or warrant the
security of any information that you provide to us and you transmit such information to us at your
own risk.

**Your Rights**
You have the right to ask us not to process your personal data. If you do not want us to use your
data in this way, please contact us

The Data Protection Act gives you the right to access information held about you. You can find out
what information we hold about you by making a Subject Access Request under the Act. If we hold
personal information about you, we will give you a description of it, tell you why we are holding it
and let you have a copy of it.

If any of the personal information that we hold about you is incorrect or needs updating, or if you
want us to delete any personal information, please contact us. We may request that you provide
further information and identification to enable us to comply with this request.

**What are cookies?**
Cookies are small information files that websites save to your computer, tablet or smartphone that
help websites remember who you are and information about your visit.
Do we use 'cookies'?  
We do not use cookies for tracking purposes. You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser settings. Since browser is a little different, look at your browser's Help Menu to learn the correct way to modify your cookies. Further information about cookies and how to manage or delete them can be found by searching for ‘website cookies’ on the internet.

Third-party disclosure  
We do not sell, trade, or otherwise transfer to outside parties your Personally Identifiable Information.

Third-party links  
Our website may contain links to other websites of interest such as Facebook and LinkedIn. 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.

Data Breaches  
To be in line with ICO we will take the following responsive action, should a data breach occur, We will notify the ICO and make them aware of the breach within 72 hours. If the breach is likely to result in a high risk of adversely affecting individuals’ rights and freedoms, you must also inform those individuals without undue delay. We will also keep a record of any personal data breaches, regardless of whether you are required to notify.

Controlling your personal information  
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. If you believe that any information, we are holding on you is incorrect or incomplete, please email us at the address below. We will promptly correct any information found to be incorrect.

Changes to this Policy  
If we Change our Policy, we will post the changes on our website. Please check our website regularly for any changes to this policy.