

Cookie Policy

Like most professional websites, our website uses cookies. Cookies are tiny text files of letters and numbers which are downloaded to your device (e.g., computer, smartphone or tablet) when you use our website. Cookies are widely used to help make websites work more efficiently, improve the user experience and also provide some information to the site owners.

This policy describes what information the cookies on this website gather, how we use that information and why we sometimes store these cookies.

1. How we use cookies

We will place cookies onto your device only during your site visit. We will use these cookies in order to:

- Improve the user experience of our website;
- Tell us which parts of the website users have visited; and
- Provide enhanced services.

2. The cookies we set

The cookies we place on your device fall into the following categories:

- **Strictly necessary cookies**
These are essential for you to be able to navigate our website and use its feature. This category of cookies cannot be disabled.
- **Performance Cookies**
These cookies collect information about how you use our website, e.g. which pages you go to most often. These cookies do not collect personal information about you. All information collected by these cookies is aggregated and anonymous and is only used to improve how our website works.
- **Session Cookies**
These allow our website to link your actions during a particular browser session. These expire each time you close your browser and do not remain on your device afterwards.
- **Persistent Cookies**
These are stored on your device in between browser sessions. These allow your preferences or actions across our website to be remembered. These will remain on your device until they expire, or you delete them from your cache.

3. Cookies we use

In particular, our website uses the following cookies:

3.1 Google Analytics

This is a web analytics service offered by Google LLC (“Google”) which uses cookies to track and report on website traffic. This helps us to analyse how users use our website.

The information generated by the cookie about the use of the website (including your IP address) will be transmitted to and stored by Google on servers in the United States. Google uses this information to evaluate your use of the website, providing us with reports on website activity. They also provide us with other services relating to website activity and internet usage. Google may also transfer this information to third

parties where required to do so by law, or where such third parties process the information on Google's behalf.

Google will not associate your IP address with any other data held by Google.

You may refuse the use of cookies by selecting the appropriate settings on your browser, however, please note that if you do this you may not be able to use the full functionality of this website. By using this website, you consent to the processing of data about you by Google in the manner and for the purposes set out above.

Google is a certified participant of the EU-US Privacy Shield Framework. A copy of their certificate can be found [here](#).

For further information about Google's use of data and cookies, please refer to the [Google Privacy Policy](#).

3.2 reCAPTCHA

This is a service offered by Google LLC ("Google") which is designed to establish that a computer user is human. The purpose of this is to help protect the website from spam and abuse by keeping automated software and bots.

We use the reCAPTCHA service to protect your submissions via internet submission forms on this website.

This plugin checks if you are a person in order to prevent certain website functions from being used or abused by spam bots. This plugin query includes the sending of the IP address and possibly other data required by Google. However, your IP address is previously truncated by Google within member states of the European Union or in other states which are party to the agreement on the European Economic Area and is, as such, anonymised. Only in exception cases is a full IP address transmitted to a Google server in the United States and truncated there.

On our behalf, Google will use this information to evaluate your use of this service. The IP address provided by reCAPTCHA from your browser shall not be merged with any other data from Google.

This data collection is subject to the data protection regulation of Google. For further information about Google's use of data and cookies, please refer to the [Google Privacy Policy](#).

By using the reCAPTCHA service, you consent to the processing of data about you by Google in the manner and for the purposes set out above.