

PRIVACY POLICY

This policy sets out how we use and protect any personal information that you may give us when you use this website. If you have any questions about this policy or do not agree with it, please contact us at mail@omlimited.com before submitting any personal information on this website.

We may change this policy from time to time by updating this page in order to reflect changes in the law and/or our privacy practices but we will not use your information in any new ways without your consent. You should check this page to ensure you are happy with any changes and contact us at mail@omlimited.com.org if you have any questions. This policy is effective from 17 October 2011

What information do we collect?

The Omlimited.com Service offered does not normally require personal details to be submitted through the Website. However, In the event that information is collected through the website will be as follows:

your name, date of birth, and demographic information;

contact information and preferences, including email address, telephone number and home address;

details of your organisation;

What we will do with any information we collect?

We may use your personal details and contact information for the following reasons:

internal record keeping;

to improve the website and Omlimited.com Service;

to respond to enquiries submitted by you;

to follow up as part of our customer care procedures; and

to contact you for market research purposes.

for statistical purposes but where your data cannot be identified

We may contact you by e-mail, phone, fax or mail for these reasons, unless you have registered with the appropriate preference service. More information about Preference Services can be found at www.mpsonline.org.uk.

We will retain the information for the above purposes while you continue to be subscribed to the Omlimited.com Service. To unsubscribe please email us at mail@omlimited.com and mark the subject: unsubscribe.

If you unsubscribe we will not retain your information. We will delete your details from our database and remove and destroy your information and records in a secure manner.

Whom do we share this information with?

Unless we have your consent or are required to do so by law, we will not transfer, disclose, sell, distribute or lease your personal information to any other third parties except for:

our group companies;

a purchaser or potential purchaser of our business;

our provider(s) of web-hosting services, data hosting and web development services;

Where such third parties are based outside the European Economic Area, we take appropriate steps to ensure the same level of protection for the processing of your personal information in these countries as within the European Economic Area.

Materials we may send to you

We may from time to time contact you by e-mail to administer the Omlimited.com Service or to follow up as part of our customer care procedure, for example if there is a change in the service that we are providing or if we need to respond to an enquiry that you have sent to us.

How to get copies of or amend the information we have collected

You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please contact us at mail@omlimited.com.org.

If you think any information we have about you is incorrect or incomplete, please contact us as soon as possible. We will correct or update any information as soon as possible.

Security

We are committed to ensuring that your personal 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 on the website.

We limit the people who have access to your personal information to the minimum necessary. Your information is backed up regularly and stored at a secure data centre.

Linking

We may link from this website 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 to other websites. You should exercise caution and look at the privacy policy applicable to the website in question.

Cookies

Please note that we employ the use of cookies on this website. Cookies are files that store information on your hard drive or browser so that our website can recognise that you have visited our website before. They make it easier for you to maintain your

preferences on the website, and by seeing how you use the website, we can tailor the website around your preferences and measure usability of the website. We use cookies if you register on the website and to operate the facilities available on the website.

You can, should you choose, disable the cookies from your browser and delete all cookies currently stored on your computer. Please consult the HELP menu of your browser to learn how to disable or delete cookies. On Microsoft Internet Explorer, this can be done by selecting "Tools/Internet Options" and reviewing your privacy settings or selecting "delete cookies". This may prevent you from taking full advantage of the website and the Omlimited.com Service.