

Manual Handling Specialists Website Privacy Policy

This privacy policy sets out how we use and protects any information that you give us when you use this website.

Manual Handling Specialists 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, you can be assured that it will only be used in accordance with this privacy statement.

Manual Handling Specialists reserves the right, at its discretion, to make changes to any part of the Website, the Information or these Terms. Manual Handling Specialists may change this policy from time to time by updating this page. It is important you check this page from time to time to ensure that you are happy with any changes.

This policy is effective from 25th May 2018. By continuing to use the Website you agree to be bound by these Terms as amended.

What we collect

We may require basic information which identifies you as an individual ("Personal Information"), such as your name, email address and phone number, in order to enable you to take advantage of particular services that we offer, for example when you send us a question / request from our "Contact Us" page your information is e-mailed to all three manual handling specialists. We will only use such Personal Information for the purposes of providing information which you have requested, or for other purposes set out in these Terms.

We may collect the following information:

- Name and job title;
- Company or organisation;
- Contact information, including email address and telephone number(s);
- Demographic information such as postcode, preferences and interests;
- Information pertinent to fulfilling our services on an individual's or organisation's behalf.

What we do with the information we gather

We require this information for the purpose of:

- Internal record keeping;
- Contacting you for market research purposes. We may contact you by email, telephone or post. If you do not wish us to make use of your Personal Information in this way, please email kayjames@ot4independence.co.uk We will also give you the opportunity to opt out of future marketing whenever we send you marketing material. You can also opt out at any time by contacting us.

Security

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

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.