

# **GNR Training**Privacy Policy

Action	Author	Verifier	Comments	Date
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GNR Training Limited are committed to safeguarding and preserving your privacy when visiting our site or communicating electronically with us. This privacy policy provides an explanation as to what happens to any personal data that you provide to us, or that we collect from you.

In operating our website we may collect and process the following data about you:

- Details of your visits to our website and the resources that you access, including, but not limited to, traffic data, location data, weblogs and other communication data.
- Information that you provide by filling in forms on our website, such as when you registered for information or make a purchase.
- Information provided to us when you communicate with us for any reason.

## Use of your information

- To provide you with information requested from us, relating to our products or services. To provide information on other products which we feel may be of interest to you, where you have consented to receive such information.
- To meet our contractual commitments to you.
- To notify you about any changes to our website, such as improvements or service/product changes, that may affect our service. If you are a customer, we may contact you with information about goods and services similar to those which were the subject of a previous sale to you. We will not pass any of your data to third parties, except in exceptional circumstances.

#### Disclosing your information

We will endeavour to never disclose your personal information to any third parties, except in the following circumstances.

- Where we sell any or all our business and/or our assets to a third party.
- Where we are legally required to disclose your information.
- To assist fraud protection and minimise credit risk.

## Third party links

You may find links to third party websites on our website, these websites should have their own privacy policies. We do not accept any responsibility or liability for their content or policies as we have no control over them.

### Access to information

The Data Protection Act 1998 gives you the right to access the information that we hold about you. Should you wish to receive details of information that we hold about you, or if you have any queries, comments or requests regarding this privacy policy, please contact us.