

## **INTRODUCTION**

This privacy policy sets out how Explorers against Extinction and the Real Africa Trust uses and protects any information that you give us when you use this website.

Explorers against Extinction is committed to ensuring that your privacy is protected. With any information that we ask you to provide 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.

Explorers against Extinction may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 1 May 2017.

### **Information we may collect from you**

We may collect the following information:

- Information that you provide by filling in forms on our website
- Information provided at the time of registration
- Information about bidding activity and use of services on our website

### **What we do with the information we gather**

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services
- We may periodically send promotional emails about events and other information which we think you may find interesting using the email address which you have provided

### **Security**

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.

### **IP Addresses and Cookies**

We may collect information about your computer including, where available, your IP address, operating system and browser type for system administration. This is data about our users' browsing actions and patterns and does not identify any individual. We will not collect information from you other than that provided by your browser in normal use.

We may use cookies in our web site which contain information that is transferred to your computer's hard drive. They help us to improve our site and to deliver a better and more personalised service by identifying which pages are being used. This helps us analyse data

about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

### **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.

### **Controlling your personal information**

You may choose to restrict the collection or use of your personal information in the following ways:

- Whenever you are asked to fill in a form on the website, look for the box that you can click to indicate that you do not want the information to be used by anybody for direct marketing purposes
- If you have previously agreed to us using your personal information for e-mail marketing purposes, you may change your mind at any time by opting out on the e-mails using the link provided or by e-mailing [info@explorersagainstextinction.co.uk](mailto:info@explorersagainstextinction.co.uk)

We will not sell, distribute or lease your personal information to third parties. We may use your personal information to send you promotional information about charities and events which we think you may find interesting if you tell us that you are happy for this to happen.

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 write to Explorers against Extinction, Realworld, Lower Farm Barns, Happisburgh, Norwich, NR12 0QQ.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.