

General

This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. We will keep this policy updated to show you how we use your personal information, so that you can be confident when sharing your information with us, that it will only be used for what we say here. We are careful to ensure that the data we hold adheres to the requirements, as laid out in the General Data Protection Regulation (GDPR). The primary objective of the GDPR is to give citizens control of their personal data. For information about the GDPR please select the following link:

<https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/>

Controllers of Personal Information

Any personal information which is provided to Satmap Software Limited ("Satmap"), is controlled by Satmap. Satmap Software Limited is the Data Controller. The registered address is;

RGS IT Development Ltd
Mallory House
Mallory Yard
Goostrey Way
Mobberley
WA18 7GY
United Kingdom.

"Opt-In" and "Opt-out"

To ensure that Satmap Software Limited aligns with the regulations outlined by the GDPR, we will ensure that we will ask all our customers to choose either to "opt-in" or "opt-out". Opting-in means that you are happy for us to hold your data on file, for the primary reason of processing and fulfilling your order, as well as judicious communication on news and offers from time to time. There may be the occasional survey included in our communication process. By opting in you agree for Satmap to use your data for these express purposes. If you select the "opt-out" option, then Satmap will not communicate in any other way outside of the necessary avenues for the specific purpose of fulfilling and dispatching your order.

Information we may collect from you

When you sign up to our services, such as our website newsletter, online applications, enter competitions, buy a subscription, order products or take up a reader offer, we may ask for personal information about you. This can include:

- Data to sufficiently process a customer order or request;
- Details to send personalised news and offers;
- If you contact us, we may keep a record of that correspondence;
- We may ask you to complete surveys that we use for research purposes, although you do not have to respond to them;
- Details of transactions you carry out through our website and of the fulfilment of your orders;
- Details of your visits to our website including, but not limited to, traffic data, location data, weblogs and other communication data, whether this is required for our own billing purposes or otherwise and the resources that you access.

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 and to report aggregate information to our advertisers. This is statistical data about our users' browsing actions and patterns, and does not identify any individual. For the same reason, we may obtain information about your general internet usage by using a cookie file which is stored on the hard drive of your computer. Cookies contain information that is transferred to your computer hard drive. They help us to improve our website and to deliver a better and more personalised service. They enable us to:

- Estimate our audience size and usage pattern;
- Store information about your preferences, and so allow us to customise our site according to your individual interests;
- Speed up your searches;
- Recognise you when you return to our site.

You may refuse to accept cookies by activating the setting on your browser which allows you to refuse the setting of cookies. However, if you select this setting you may be unable to access certain parts of our site. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you log on to our site.

Storing your personal data

We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy. We remind you, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

Uses made of the information

We use information held about you in the following ways:

- To ensure that content from our site is presented in the most effective manner for you and for your computer;
- To provide you with information, products or services that you request from us;
- To send news and offer information where you have opted in to receive such information;
- To carry out our obligations arising from any contracts entered into between you and us;
- To allow you to participate in interactive features of our service, when you choose to do so;
- To notify you about changes to our service.

Your data and third parties

Satmap shares your data with carefully selected third party providers to assist with delivery of information and services. For example, we will provide delivery information to the delivery company or a specialist mailing company to communicate our newsletter and for conducting surveys. These companies are not authorised to share your data. Restricted access to our operating environment is provided to third parties to support our operations and these third parties are under agreement to keep all information confidential. We do use third party vendors, including Google to show Ads across the internet. These third party vendors, including Google, use cookies to serve ads based on individuals past visits to our website. If you want to opt out of Google's use of cookies, please visit Google's Ads Settings. Alternatively, you can opt out of a third-party vendor's use of cookies by visiting the Network Advertising Initiative opt out page.

Disclosure of your information

We may disclose your personal information to third parties:

- In the event that Satmap sells or buys any business or assets, in which case we may disclose your personal data to the prospective seller or buyer of such business or assets;
- If Satmap or substantially all of its assets are acquired by a third party, in which case personal data held by Satmap about customers will be one of the transferred assets;
- If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our terms and conditions and other agreements; or to protect the rights, property, or safety of Satmap, our customers or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

Rights for individuals

GDPR identifies the following rights for individuals and these are part of this policy.

The right to be informed: Individuals have the right to be informed about the collection and use of their personal data. Transparency is a key requirement under the GDPR.

The right of access: Individuals have the right to access their personal data.

The right to rectification: The GDPR includes a right for individuals to have inaccurate personal data rectified, or completed if it is incomplete.

The right to erasure: The GDPR introduces a right for individuals to have personal data erased.

The right to restrict processing: Individuals have the right to request the restriction or suppression of their personal data.

The right to data portability: The right to data portability allows individuals to obtain and reuse their personal data for their own purposes across different services.

The right to object: Rights in relation to automated decision making and profiling.

Changes to our privacy policy

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail.

Contact

Questions, comments and requests regarding your data and this privacy policy are welcomed and should be addressed to Satmap Software Ltd, Mallory House, Mallory Yard, Goostrey Way, Mobberly WA16 7GY or email us at support@xpedition2.com.